

MINUTES OF THE MEETING  
of the  
SHEFFIELD CITY BOARD OF EDUCATION  
5:30 p.m., January 9, 2020 – Special Called – Personnel

Presiding: Mr. Fred Mason, President

Members Present: Mrs. Polly T. Ruggles, Vice President, Mrs. Christy Casiday, and Mrs. Titian Scales

Members Absent: Mrs. Phyllis Meade was absent

The Board of Education of the City of Sheffield met at 5:30 p.m., Thursday, January 9, 2020, in the Board Room of the Sheffield City Board of Education at 300 West Sixth Street, Sheffield. Dr. Keith Davis, superintendent, kept the minutes. Ms. Tracy Moore, AEA UniServ Director was present. Others in attendance were: Julie Box, Joseph Burch, and Heather Collum.

The opening prayer was given by Dr. Keith Davis.

A motion adopt the agenda for the January 9, 2020, special called meeting of the Board was made by Mrs. Casiday, seconded by Mrs. Ruggles, and passed by the Board unanimously.

A motion to approve a Revision to the 2019-2020 Extra-Curricular Supplement(s) was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

A motion to approve out of state travel to Orlando, FL, National Championship ESPN Sports Center, grades 9-12 for National High School Cheer Championship on February 6-11, 2020, [*commercial carrier "Starship Coach"*] was made by Mrs. Scales, seconded by Mrs. Casiday, and passed by the Board unanimously.

Superintendent Davis presented the following personnel recommendations.

RESIGNATION(s)

Certified/Professional Staff:

1. Gina H. McCarley, computer business teacher, Sheffield High School, **resignation** effective December 31, 2019. {Letter of resignation dated and received in Central Office on December 10, 2019}

The motion to approve the recommendation was made by Mrs. Ruggles, seconded by Mrs. Casiday, and passed by the Board unanimously.

EMPLOYMENT

Certified/Professional Staff:

1. Heather Nicole Foster, computer business teacher, 1.00, Secondary, System-wide (SHS), effective January 13, 2020, for the 2019-2020 school year. **Approval PENDING applicant receiving a Professional Educator Certificate through the ALSDE Career Technical Certification Program.**

The motion to approve the recommendation was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

EMPLOYMENT (continued)

2. Taylor Wilkinson Sheley, grade 4 teacher, Willson Elementary School, effective January 13, 2020, TEMPORARY assignment ending May 22, 2020, the end of the 2019-2020 school year. **Approval PENDING ALSDE issuance of Professional Educator Certificate.**

The motion to approve the recommendation was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

Classified/Support Staff:

1. Jacqueline T. Johnson, social worker, systemwide, (1.00), effective January 28, 2020, for the 2019-2020 school year.

The motion to approve the recommendation was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

2. Sharon Rebecca Word, Child Nutrition Program (CNP) cafeteria employee, (5.5 hours/day), systemwide, effective January 10, 2020, for the 2019-2020 school year.

The motion to approve the recommendation was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

OTHER

Certified/Professional Staff:

1. Taylor Aldridge, grade 4 teacher, Willson Elementary School, **CORRECTION TO** November 18, 2019, Board action requesting Family Medical Leave Act (FMLA). The leave should have been requested for **Unpaid Medical Leave**. Per Policy No. 5.12, the person must have been employee for at least twelve (12) months and have worked a minimum of 1,250 hours during that 12 month period.

The motion to approve the recommendation was made by Mrs. Casiday, seconded by Mrs. Ruggles, and passed by the Board unanimously.

Classified/Support Staff:

1. Carol Austin, RN, School Nurse, systemwide, requests Family Medical Leave Act (FMLA) due to required surgery to repair her Achilles. FMLA is being requested beginning January 6, 2020, and ending March 2, 2020. She plans to return to work on Monday, March 2, 2020. [Email received in Central Office on December 4, 2019]

The motion to approve the recommendation was made by Mrs. Casiday, seconded by Mrs. Ruggles, and passed by the Board unanimously.

Discussions were conducted regarding: (1) CSFO position, (2) South West Building, and (3) Whole Board Training. CSFO interviews set for January 23, 2020, at 5:30 p.m.

There being no further business to come before the Board, a motion for adjournment of the meeting was made by Mrs. Ruggles, seconded by Mrs. Casiday, and passed by the Board unanimously.

---

Fred Mason, President

---

Dr. Keith Davis, Superintendent