

MINUTES OF THE MEETING
of the
SHEFFIELD CITY BOARD OF EDUCATION
5:30 p.m., February 24, 2020

Presiding: Mr. Frederick (Fred) Mason, President

Members Present: Mrs. Polly Ruggles, Vice President, Mrs. Phyllis Meade, and
Mrs. Titian Scales

Members Absent: Mrs. Christy Casiday was absent

The Board of Education of the City of Sheffield met at 5:30 p.m., Monday, February 24, 2020, in the Board Room at the Sheffield City Board of Education, 300 West Sixth Street, Sheffield. Dr. Keith Davis, Superintendent, kept the minutes. Others in attendance were: Joseph Burch, David McBride, Ella McElroy, Greg Thomason, and Nancy Woods.

The opening prayer was given by Dr. Keith Davis.

A review of Sheffield City Schools mission, vision, and belief statements was given by Dr. Keith Davis, superintendent.

Agenda was AMENDED with a motion by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously

A motion to adopt the agenda for the February 24, 2020, meeting of the Board (**after the agenda was AMENDED**) to add the transfer of one certified employee and authorization dealing with the old Southwest School building was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

The meeting was open for public comments.

A motion to approve minutes of the January 27, 2020, regular meeting of the Board was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

Board members received copies of the monthly financial report for the month January 2020.

Superintendent Davis presented Board members with copies of disbursements for the month of January 2020, and recommended they be approved. The motion to approve the recommendation was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

Board members were given copies of Policy No. 7.8 "Career and Technical Education Programs" for Board review.

A motion to approve a bid to Construction Specialty Associates in the amount of \$149,500 base bid of labor contract for re-roofing portions of Sheffield High School was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously

Board members received copies of document for the purchase of Duro-Last materials in the amount of \$110,962.20 to complete the re-roofing project for portions of Sheffield High School

A motion to approve out of state travel to Chattanooga, Tennessee for grade 5 students to visit the Tennessee Aquarium on March 18, 2020 [*commercial carrier "Anchor Transportation"*] was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

A motion to approve out of state travel to Memphis, Tennessee for grades 9-12 Character Development students on February 27, 2020 [*SCS school bus being used for transportation*] was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

A motion to approve a REVISION to the extracurricular supplements list was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

A motion to approve the Chief School Finance Officer (CSFO) contract for Robin Collum was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

[**AMENDED Agenda to add**] A motion giving Dr. Davis authority to begin the process of turning the old Southwest School building over the Rescue me Project was made by Mrs. Ruggles, seconded by Mrs. Scales, and passed by the Board unanimously.

Superintendent Davis presented the following personnel recommendations

EMPLOYMENT

Classified/Support Staff:

1. Robin Collum, Chief School Finance Officer (CSFO), Central Office, (1.00) 12 months, **CHANGING employment date FROM June 1, 2020, TO July 1, 2020**, for the 2020-2021 school year.

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

OTHER

Certified/Professional Staff:

1. Morgan Murray, science teacher, Sheffield High School, requests Family Medical Leave Act (FMLA) due to the birth of her child. FMLA is being requested to begin February 10, 2020, and ending approximately March 30, 2020. {Letter of request dated and received in the Central Office on February 20, 2020}. [Approval pending receipt of signed documentation from doctor]

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

TRANSFER

Certified/Professional Staff:

1. Kimberly M. Motton, **FROM** instructional assistant principal, Threadgill Primary School, **TO** instructional assistant principal, Willson Elementary School, effective March 2, 2020, for the 2019-2020 school year

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

Superintendent Items that were discussed are as follows:

- a. Whole Board Training – March 10th in Board Room at Central Office
- b. March Board meeting – March 16th OR 30th [week of 23rd is Spring Break] – is **30th**
- c. Compliance Monitoring – report on findings
- d. Alabama Ethics Commission – filing for calendar year 2019 **DUE April 30th**
- e. AASB Summer Conference June 19-21, 2020 – Perdido Beach Resort, Orange Beach, AL
- f. SSA Summer Conference June 21-24, 2020 – The Grand, Point Clear, AL
- ~~g. New Leaf Lawn Care and Landscaping agreement (**Amended**) **has to go through bid process**~~
- h. Other

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. Scales, and passed by the Board unanimously.

Fred Mason, Board President

Dr. Keith Davis, Superintendent