

MINUTES OF THE MEETING  
of the  
SHEFFIELD CITY BOARD OF EDUCATION  
5:30 p.m., January 28, 2019

Presiding: Mrs. Phyllis Meade, President

Members Present: Mr. Frederick (Fred) Mason, Vice President, Mrs. Christy Casiday,  
Mr. David Myrick, and Mrs. Polly Ruggles

Members Absent: No member was absent

The Board of Education of the City of Sheffield met at 5:30 p.m., Monday, January 28, 2019, in the Annex at Sheffield City Board of Education, 300 West Sixth Street, Sheffield. Dr. Keith Davis, Superintendent, kept the minutes. Ms. Tracy Moore, AEA UniServ Director was present. A sign-in sheet was provided for those in attendance. (See Attached)

The opening prayer was given by Dr. Keith Davis.

A review of Sheffield City Schools mission, vision, and belief statements – Strategic Planning (SP) – 4.3 was given by Dr. Keith Davis, superintendent.

A motion to adopt the agenda for the January 28, 2019, meeting of the Board was made by Mr. Mason, seconded by Mr. Myrick, and passed by the Board unanimously. – SP-1.2

The meeting was open for public comments. – SP-1.4

- (a) Recognition of School Board Members
- (b) Recognition of Schools & System Teacher of the Year (TOY)
- (c) Recognition of Jamie Smith and student winners of state STEM competition

A motion to approve minutes of the November 26, 2018, regular meeting, and the December 3 and December 12, 2018, special called meetings, of the Board was made by Mr. Myrick, seconded by Mrs. Ruggles, and passed by the Board unanimously. – SP-1.2

Board members received copies of the monthly financial reports for the months of November and December 2018. – SP-1.2/3.5

Superintendent Davis presented Board members with copies of disbursements for the months of November and December 2018, and recommended they be approved. The motion to approve the recommendation was made by Mrs. Ruggles, seconded by Mr. Mason, and passed by the Board unanimously. – SP-3.5/3.6

A motion to approve the 2019-2020 school calendars was made by Mr. Myrick, seconded by Mrs. Ruggles, and passed by the Board unanimously.

A motion to approve grades 10-12 Cheerleaders to travel to Orlando, FL on February 6-11, 2019, for NHSCC (cheer nationals) at ESPN Event Center – was made by Mrs. Ruggles, seconded by Mr. Mason, and passed by the Board unanimously. – SP-2.1.3/2.1.4/2.1.6

A motion to approve fourth grade students at Willson Elementary School to travel to Memphis, TN on March 21, 2019, for a field trip to the Memphis Zoo –was made by Mr. Mason, seconded by Mrs. Casiday, and passed by the Board unanimously. – SP-2.1.3/2.1.4/2.1.6

A motion to approve Dr. Keith Davis, Superintendent, to travel: - SP-1.1/1.3

(a) March 4-6, 2019 – Montgomery, AL –SSA Legislative Conference  
was made by Mr. Mason, seconded by Mrs. Ruggles, and passed by the Board unanimously.

Superintendent Davis presented the following personnel recommendations – SP-2.3/2.5

### RESIGNATION

Classified/Support Staff:

1. Michelle L. Letson, CNP cafeteria worker, Systemwide, (SJH/SHS Cafeteria), resignation effective February 1, 2019, for the 2018-2019 school year. {Letter of resignation dated and received in Central Office on January 23, 2019}

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

2. Jameil Ricks, CNP cafeteria worker, Systemwide, (SJH/SHS) Cafeteria, resignation effective February 6, 2019, for the 2018-2019 school year. (letter of resignation dated January 22, 2019, and received in the Central Office on January 25, 2019)

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

### EMPLOYMENT

Classified/Support Staff:

1. Terra G. Franks, CNP cafeteria worker, (1.00) (9.5 months/186 days/5.5 hours/day) Systemwide, (SJH/SHS Cafeteria), effective February 4, 2019, for the 2018-2019 school year.

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

2. Ashley R. Romans, CNP cafeteria worker, (1.00) (9.5 months/186 days/5.5 hours/day) Systemwide, (LEW Cafeteria), effective January 29, 2019, for the 2018-2019 school year.

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

OTHER

Certified/Professional Staff:

1. Andrea P. Young, grade 3 teacher, Willson Elementary School, requests Family Medical Leave Act (FMLA) due to birth of child. FMLA to begin approximately March 6, 2019, and end approximately May 23, 2019, for the 2018-2019 school year. Letter of request dated January 7, 2019, and received in Central Office on January 23, 2019}. [Approval pending receipt of signed documentation from doctor]

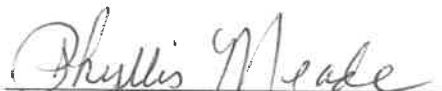
The motion to approve the recommendation was made by Mr. Mason, seconded by Mr. Myrick, and passed by the Board unanimously.

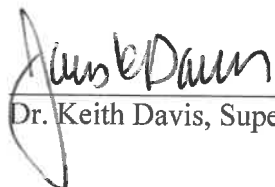
Sewell McKee, Architect, addressed the Board with an update on the bleachers replacement at Sheffield High School stadium.

Superintendent Items that were discussed are as follows:

- a. Community Luncheon February 21, 2019, 11:30 a.m. – 1:00 p.m.
- b. Meeting with Local Clergy
- c. Teacher Council
- d. Technology Pilot Initiative (model classrooms)
- e. Update on A-F Report Cards / State of Schools – SP-4.1
- f. Other

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

  
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Phyllis Meade, Board President

  
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Dr. Keith Davis, Superintendent

**SIGN-IN SHEET**

**SHEFFIELD CITY BOARD OF EDUCATION**

Board Meeting - Monday, January 28, 2019

Shoni Baker	Devin Sparto
Danilo Smith	Ben Craig
Stephanie Weseman	Ella McElroy
Chelsea Payne	Tracy Moore AEA
Tracy Parker	<del>_____</del> SJS
Ashley Howell	Steve and Becci Vign
Holt Cole	_____
Alexis Booth	_____
Shree Brewer	_____
Zane Durso	_____
Jody Turner	_____
Proctor Synt	_____
Joy Bow	_____
Joel Voncha Skutt	_____
Austin Walker	_____
Jenny D. Gisher	_____
ASSN	_____