

MINUTES OF THE MEETING
of the
SHEFFIELD CITY BOARD OF EDUCATION
5:30 p.m., May 20, 2019

Presiding: Mr. Frederick (Fred) Mason, Vice President

Members Present: Mrs. Christy Casiday, Mr. David Myrick, and Mrs. Polly Ruggles

Members Absent: Mrs. Phyllis Meade, President, was absent

The Board of Education of the City of Sheffield met at 5:30 p.m., Monday, May 20, 2019, in the Annex at the 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 May 20, 2019, meeting of the Board was made by Mr. Myrick, seconded by Mrs. Ruggles, and passed by the Board unanimously. – SP-1.2

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

A commendation of retiring employees was made by Superintendent Davis (see attached list). – SP-1.3

A motion to approve minutes of the April 22, 2019, regular meeting of the Board was made by Mrs. Ruggles, seconded by Mrs. Casiday, and passed by the Board unanimously. – SP-1.2

A motion to approve the election of officers of the Board (president and vice president) was made by Mr. Myrick, seconded by Mrs. Casiday, and passed by the Board unanimously. The new officers of the Board will be Mr. Fred Mason, president, and Mrs. Polly Ruggles, vice president. SP-1.1

Board members received copies of the monthly financial reports for the month of April 2019. – SP-1.2/3.5

Superintendent Davis presented Board members with copies of disbursements for the month of April 2019, and recommended they be approved. The motion to approve the recommendation was made by Mr. Myrick, seconded by Mrs. Ruggles, and passed by the Board unanimously. – SP-3.5/3.6

A motion to approve the disposal of PreK classroom items (damaged or worn from years of use) was made by Mrs. Ruggles, seconded by Mrs. Casiday, and passed by the Board unanimously

A motion to approve the updated Alabama Reading Initiative (ARI) Alabama State Department of Education Funded Reading Specialist Job Description was made by Mrs. Ruggles, seconded by Mr. Myrick, and passed by the Board unanimously

A motion to approve the Gifted Education Specialist/Teacher/Coordinator Job Description was made by Mr. Myrick, seconded by Mrs. Ruggles, and passed by the Board unanimously

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

PROBATIONARY TEACHERS ATTAINING CONTINUING SERVICE STATUS
(Acknowledgement of Attainment)

Certified/Professional Staff:

1. Allie O. Daniel, grade 1 teacher, Threadgill Primary School
2. Shelly W. Dawson, grade 2 teacher, Threadgill Primary School
3. Shelley Dawn Hollis, Curriculum & Instruction Specialist, Systemwide (C.O.)
4. Sarah A. Lindsey, grade 6 Science teacher, Willson Elementary School
5. Morgan M. Murray, science teacher, Sheffield High School
6. Jamie L. Smith, mathematics teacher, Sheffield High School
7. Ginger P. Wright, grade 4 teacher, Willson Elementary School

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

Classified/Support Staff:

1. Richard “Rick” Banks, CNP staff, Systemwide (Willson Cafeteria)
2. Ryan Randolph, CNP staff, Systemwide (Threadgill Cafeteria)
3. Melanie D. Reid, CNP manager, Systemwide (Jr./Sr. High Schools Cafeteria)
4. Leigh Vandiver, school secretary, Sheffield High School

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

NON-RENEWALS

Certified/Professional Staff:

1. John T. Gilley, grade 1 teacher, (1.00) (9.5 months/187 days) Threadgill Primary School, effective May 24, 2019, end of the 2018-2019 school year.
2. Mary E. Hall, grade 5 teacher, (1.00) (9.5 months/187 days) Willson Elementary School, effective May 24, 2019, end of the 2018-2019 school year.
3. Donald V. Morton, special education teacher, (1.00) (9.5 months/187 days) Sheffield Junior/Senior High Schools, effective May 24, 2019, end of the 2018-2019 school year.

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

RESIGNATIONS

Certified/Professional Staff:

1. Mercedes M. Beckman, grade 3 teacher, Willson Elementary School, (1.00) (9.5 months/187 days), **resignation** effective May 24, 2019, the end of the 2018-2019 school year. {Letter of resignation dated May 1, 2019, and received in Central Office on May 6, 2019}
2. Cara P. Burns, English Language Arts teacher, Sheffield Junior High School, (1.00) (9.5 months/187 days), **resignation** effective May 8, 2019. {Letter of resignation dated May 8, 2019, and received in Central Office on May 10, 2019}
3. Amy P. Davis, school guidance counselor, Threadgill Primary School, (1.00) (10 months/202 days), **resignation** effective May 31, 2019, the end of contract for the 2018-2019 school year. {Letter of resignation dated May 7, 2019, and received in Central Office on May 8, 2019}
4. Carla Davis Griffin, gifted/talented teacher, Willson Elementary School and Sheffield Junior High School, (1.00) (9.5 months/188 days), **resignation and retirement effective October 1, 2019**, for the 2019-2020 school year. {Letter of resignation dated April 23, 2019, and received in Central Office on April 24, 2019}
5. Kaylin N. Owens, science teacher, Sheffield Junior High School, (1.00) (9.5 months/187 days), **resignation** effective May 24, 2019, the end of the 2018-2019 school year. {Letter of resignation dated April 26, 2019, and received in Central Office on April 29, 2019}

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

EMPLOYMENT

Administrative / Certified/Professional Staff:

1. Heather Collum, principal, (1.00) (12 months/236 days), Willson Elementary School, with 1-year Probationary Principal contract effective July 1, 2019, through June 30, 2020, for the 2019-2020 school year.

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

Certified/Professional Staff:

1. Paula N. Burch, ARI specialist/instructional coach, (1.00) (9.5 months/187 days), Willson Elementary School, effective August 5, 2019, for the 2019-2020 school year.
2. Sarah P. Ingersoll, grade 4 teacher, (1.00) (9.5 months/187 days), Willson Elementary School, effective August 5, 2019, for the 2019-2020 school year.
3. Sandra L. Powell, science teacher, (1.00) (9.5 months/187 days), Sheffield Junior High School, effective August 5, 2019, for the 2019-2020 school year. [Employment is contingent pending the required science endorsement being added to her Professional Educator Certificate].
4. Anna B. Wicks, grade 2 teacher, (1.00) (9.5 months/187 days), Threadgill Primary School, effective August 5, 2019, for the 2019-2020 school year.

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

Classified/Support Staff:

1. Peggy L. Bond, cafeteria manager, (1.00), (9.5 months/187 days/6.5 hours per day), Systemwide, {LEW cafeteria}, effective August 5, 2019, for the 2019-2020 school year
2. Kasey Carol Isbell, custodian (1.00), (12 months/236 days/40 hours per week), systemwide {Sheffield Junior High School}, effective May 20, 2019, for the 2018-2019 school year
3. Joshua Tyler Smith, cafeteria worker, (1.00), (9.5 months/186 days/4.0 hours per day), System-wide, {SJHS/SHS cafeteria}, effective August 5, 2019, for the 2019-2020 school year

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

PROBATIONARY PRINCIPAL CONTRACT APPROVAL

Administrative / Certified/Professional Staff:

1. Heather Collum, school principal, Willson Elementary School, 1-year Probationary Principal contract July 1, 2019 – June 30, 2020

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

TRANSFERS

Certified Staff:

1. Michael E. Burkett **from** English Language Arts teacher, Sheffield High School **TO** grade 6 English Language Arts teacher, Willson Elementary School
2. Katlyn M. Holden **from** grade 4 teacher, Willson Elementary School **TO** grade 1 teacher, Threadgill Primary School
3. Marcus T. Rice **from** health teacher, Sheffield High School **TO** alternative school teacher, Willson Elementary School


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

Superintendent Items that were discussed are as follows:

- a. David Myrick – recognition and award with plaque
- b. June 14-16 – AASB 2019 Summer Conference
- c. June 16-19 – SSA 2019 Summer Conference
- d. June Board meeting – June 24, 2019 – June meeting will be held June 20 at 5:30 p.m.
- e. Summer schedules for 4-day work week during June and July 2019
- f. 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. Casiday, and passed by the Board unanimously.


Fred Mason, Board Vice President


Dr. Keith Davis, Superintendent

SIGN-IN SHEET

SHEFFIELD CITY BOARD OF EDUCATION

Board Meeting – Monday, May 20, 2019

Eteth Michael

Joey Burd

Cathy Burns

Mandy Weeks

Anna Wicks

Tosh Wicks

Shelly Kells

Julie Boy

Paul Mason

Dee Way

Hank Cole

Shore AEA

B. Heather Sorokwell