



MEETING MINUTES

Attendees

Voting Members

Mrs. Titian Scales, Board President
Mrs. Phyllis Meade, Board Vice President
Ms. Christy Casiday, Board Member
Mr. Steve Nix, Board Member
Mr. Tommy Jones, Board Member

Non-Voting Members

Dr. Carlos Nelson, Superintendent

1. Call To Order/Prayer

The October 24, 2022, meeting of the Board was called to order by President Scales at 5:33 p.m. The opening prayer was given by Dr. Carlos Nelson. Bridget Tannehill, secretary to the superintendent, kept the minutes.

ADMINISTRATORS PRESENT: Julie Box, Heather Collum, Robin Collum, Maurice Shingleton, Matthew Syesta, Stephanie Wieseman, and Shannon Uptain.

OBSERVERS PRESENT: A sign-in sheet was provided for others in attendance and is on file at the Central Office.

2. Approval of Agenda

President Scales asked for a motion to adopt the agenda as presented.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

3. Recognition & Awards

Each principal recognized a student and a teacher of the month. Clarence Tyson and Anna Wicks, Threadgill Primary School; Jordyn Price and Teena Woodward, Willson Elementary School; Janiah Almon and Kathryn Loughrist, Sheffield Jr. High School; Cemira Carroll and Kamiya Thorne, Sheffield High School.

Marcus Stewart, Sheffield High School Band Director, was recognized for leadership excellence.

4. Public Comments

President Scales opened the meeting for public comments.

5. Approval of Minutes

President Scales asked for a motion to approve the minutes of the September 20, 2022, regular meeting of the Board, and the October 10, 2022, special-called meeting of the Board.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Steve Nix

Voting: Unanimously Approved

6. Financial Reports

A. Monthly Financials

Mrs. Robin Collum, CSFO, shared the August 2022 monthly financial report with Board members. Due to the closing of fiscal year 2022, the September financial report will be presented at November’s Board meeting.

B. Monthly Disbursements

Mrs. Robin Collum, CSFO, shared disbursements for the month of August 2022. President Scales asked for a motion to approve the disbursements as presented.

Motion made by: Mr. Steve Nix

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

Due to the closing of Fiscal Year 2022, September 2022 disbursements will be recommended for approval at November's Board meeting.

7. Action Items

A. Approval to Surplus

1. Rack at Press Box

Superintendent Nelson made a recommendation to surplus the damaged rack at the press box in order to sell, salvage, or recycle. President Scales asked for a motion to approve the recommendation.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Steve Nix

Voting: Unanimously Approved

2. Chromebooks

President Scales asked for a motion of approval to surplus 440 chromebooks as presented in order to sell, salvage, or recycle.

Motion made by: Mr. Tommy Jones

Motion seconded by: Ms. Christy Casiday

Voting: Unanimously Approved

B. Policy Changes

1. Revise 2.05 Board Meetings

Superintendent Nelson recommended adding Policy 2.5.4 Public Participation under Policy 2.05 Board Meetings. President Scales asked for a motion to approve the recommendation.

Motion made by: Mr. Tommy Jones

Motion seconded by: Ms. Christy Casiday

Voting: Unanimously Approved

2. Amend 4.14 Political Activity

Superintendent Nelson recommended amending Policy 4.14 Political Activity as presented. President Scales asked for a motion to approve the recommendation.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

C. Sick Leave Bank Officer

President Scales asked for a motion to approve Kathryn Loughrist replacing Andrew Franck on the sick leave bank committee.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

D. Payment for Prospective Services to be Rendered

Superintendent Nelson recommended the approval of a one time “Payment for Prospective Services to be Rendered” for all Sheffield City School employees as follows: (1) \$300.00 gross payment for full-time employees; and (2) \$150.00 gross payment for part-time employees who have worked at least 160 hours this semester as of December 9, 2022, and will be returning next semester. President Scales asked for a motion to approve the recommendation.

Motion made by: Mr. Steve Nix

Motion seconded by: Ms. Christy Casiday

Voting: Unanimously Approved

E. Personnel - FMLA Requests

Superintendent Nelson recommended approving the following FMLA requests.

CERTIFIED/PROFESSIONAL STAFF

1. Kortnie Goodloe, grade 3 teacher, (1.00)(9.5 months/187 days), Willson Elementary, requests Family Medical Leave Act (FMLA) from September 23, 2022 to January 3, 2023. {FMLA request form received in the Central Office on October 7, 2022.} [Approval and duration based on receipt of signed documentation from doctor.]

2. Samuel Galin Taylor, vocal-choral music teacher, (1.00) 9.5 months/187 days), Willson Elementary, requests Family Medical Leave Act (FMLA) from October 18, 2022 through January 2, 2023. {FMLA request form received in the Central Office on September 28, 2022.} [Approval and duration based on receipt of signed documentation from doctor.]

President Scales asked for a motion to approve the FMLA recommendations.

Motion made by: Mr. Tommy Jones

Motion seconded by: Ms. Christy Casiday

Voting: Unanimously Approved

F. Athletic Supplement Schedule Revisions

President Scales asked for a motion to approve revisions of the 2022-2023 athletic schedule.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

G. 2022 AASB Delegate Assembly

President Scales asked for a motion to select Mrs. Phyllis Meade to act as the Sheffield City Board of Education delegate during the AASB Delegate Assembly on December 1, 2022, in Birmingham, Alabama, and to select Mr. Steve Nix as the alternate.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

8. Superintendent Items

Superintendent Nelson discussed the following items.

A. Revise Policy 6.1

Policy 6.1 will be open for public review and comments until November 28, 2022.

B. Vape Protectors

C. Sheffield High School Virtual Days - November 17 and November 18

This will allow teachers to get as many big items packed up and placed in storage units before construction begins in December.

1. Exam Days 1/2 Days for moving

D. District Banners/Flags

The District will purchase the same banners/flags that are at Sheffield High School for the rest of the District. There will be approximately 15-20 flags needed. Interest earned on the Willson Fund will be used to cover the cost.

E. Next Meeting - November 28, 2022

9. Executive Session

Superintendent Nelson made a recommendation to enter into executive session for the purpose of discussing pending litigation with the Board attorney, Mr. Taylor Brooks. President Scales asked Mr. Brooks if he could certify the purpose of the executive session.

Mr. Brooks replied, "I hereby certify that the executive session planned by the Sheffield Board of Education on Monday, October 24, 2022, is for the purpose of discussing with its attorney the legal ramifications of and legal options for pending litigation and, therefore, meets the requirements for an executive session set forth in Alabama Code Section 36-25A-7(a)(3)."

President Scales asked for a motion to approve the recommendation to enter into executive session.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Steve Nix

Voting: Unanimously Approved

The executive session began at 6:09 p.m.

At 6:47 p.m., Superintendent Nelson made a recommendation to end the executive session and return to the Board meeting for adjournment. President Scales asked for a motion to approve the recommendation.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mr. Tommy Jones

Voting: Unanimously Approved

10. Motion for Adjournment

There being no further business to come before the Board, President Scales asked for a motion to adjourn the meeting.

Motion made by: Ms. Christy Casiday

Motion seconded by: Mrs. Phyllis Meade

Voting: Unanimously Approved

The meeting adjourned at 6:48 p.m.

Submitted by: _____
Secretary to the Superintendent

Board President

Superintendent