

MINUTES OF THE MEETING
of the
SHEFFIELD CITY BOARD OF EDUCATION
5:30 p.m., November 29, 2021

Presiding: Mrs. Christy Casiday, President

Members Present: Mrs. Titian Scales, Vice President, Mrs. Phyllis Meade, Mr. Steve Nix, 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, November 29, 2021, 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. Others in attendance were: Shane Bagwell, Robin Collum, Dr. Carlos Nelson, Greg Thomason, and Stephanie Wieseman.

The opening prayer was given by Dr. Keith Davis.

A review of Sheffield City Schools mission, vision, and belief statements

A motion to adopt the agenda for the November 29, 2021, meeting of the Board was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

The meeting was open for public comments.

A motion to approve minutes of the October 25, 2021, regular meeting of the Board was made by Mrs. Ruggles, seconded by Mrs. Meade, and passed by the Board unanimously.

Board members received copies of the monthly financial reports for the months of September and October 2021.

Superintendent Davis presented Board members with copies of disbursements for the months of September and October 2021 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.

A motion to approve Policy No. 3.21.5 “Time & Effort Certification” was made by Mrs. Ruggles, seconded by Mr. Nix, and passed by the Board unanimously.

A motion to approve a REVISION to the Code of Conduct “Student Dress Code Rules” was made by Mrs. Scales, seconded by Mrs. Ruggles, and passed by the Board unanimously.

A motion to approve a one-time “Payment for Prospective Services to be Rendered” was made by Mrs. Scales, seconded by Mrs. Meade, and passed by the Board unanimously.

Board members received copies of the FY2021 year-end financial report.

A presentation was given of the Sheffield High School renovations.

A motion was made by Mrs. Ruggles to go into executive session to discuss with its attorney the legal ramifications of and legal options for pending litigation. Mr. Taylor Brooks, the Board attorney, certified that the executive session is being held to discuss legal ramifications of and legal options for pending litigation, and declared that the attorney-client exception in the Alabama Open Meetings Act is applicable to the planned discussion. Mrs. Titian Scales seconded the motion and was passed by the Board unanimously. The Board members and Board attorney entered into the executive session at 6:45 p.m. and exited at 7:20 p.m.

Superintendent Davis presented the following personnel recommendations.

RESIGNATION

Classified/Support Staff:

1. Carrie J. Rickman, Alabama Reading Instruction (ARI) Specialist/teacher, Threadgill Primary School, **resignation** effective December 3, 2021, for the 2021-2022 school year. [letter of resignation dated and received in the Central Office on November 16, 2021]

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

TRANSFER

Classified/Support Staff:

1. Sharon Word, **FROM** CNP worker, (1.00) (9.5 months/186 days/5.5 hours/day), (Systemwide), Threadgill Primary School Cafeteria, **TO** CNP worker, (1.00) (9.5 months/186 days/5.5 hours/day), Sheffield Jr./Sr. High Schools Cafeteria, effective January 3, 2022, for the 2021-2022 school year.

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

OTHER

Certified/Professional Staff:

1. Morgan M. Murray, science teacher, Sheffield High School, resignation of duties as dance line sponsor and flag line sponsor, effective October 28, 2021, end of the 2021-2022 football season. {Letter received in Central Office on October 29, 2021}

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

2. Bailey E. Rice, grade 5 teacher, Willson Elementary School, requests Family Medical Leave Act (FMLA) due to the birth of her child. FMLA is being requested to begin January 7, 2022, and ending approximately March 14, 2022. {FMLA request form received in the Central Office on November 19, 2021}. [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.

OTHER (continued)

Classified/Support Staff:

1. Tabatha Haswell, CNP worker, (1.00) (9.5 months/186 days/4.0 hours/day), Systemwide, Threadgill Primary School Cafeteria, **CHANGE** in work hours from 4.0 to 5.5 hours/day, effective January 3, 2022, for the 2021-2022 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. AASB Convention – December 2-4, 2021
- b. NO December regular Board meeting – next meeting is January 24, 2022
- c. Sheffield Christmas Parade – Tuesday, December 7, 2021, at 6:00 p.m. (rain date is 14th)
- d. 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.

Christy Casiday, President

Dr. Keith Davis, Superintendent