

MEETING MINUTES

Attendees

Voting Members

Dr. James Joy, President
Mr. Daxton Maze, Board Member
Mr. Randy Sparkman, Vice President
Mrs. Sabrina Buettner, Board Member
Ms. Amy Pace, Board Member

Non-Voting Members

Dr. Brian Clayton, Superintendent

I. Call to Order

The Board President, Dr. James Joy, called the meeting to order at 6:02 p.m.

II. Establishment of Quorum

The Board President, Dr. James Joy declared that a quorum was present. All members were in attendance.

III. Invocation

The Invocation was led by Haddie Exum, a student at F.E. Burleson Elementary.

IV. Pledge of Allegiance

The *Pledge of Allegiance* was led by Aiden Folds, student at F.E. Burleson Elementary.

V. Adoption of Agenda

A recommendation was made to approve the agenda. A motion was made by Ms. Amy Pace with a second by Mr. Randy Sparkman. The vote was unanimous in favor of the recommendation.

VI. Approval of Minutes

A recommendation was made to approve the minutes of the following meetings:

1. January 21, 2025 - January Board Meeting
2. February 13, 2025 - Work Session

Motion made by: Mr. Randy Sparkman; Motion seconded by: Mrs. Sabrina Buettner
Voting: Unanimously Approved

VII. Action Items

1. Presentation

Mr. Whitlock presented highlights, events, and achievements at F.E. Burleson Elementary School.

2. Audit Report

Mr. Smalley with Byrd, Smalley, and Adams, gave a report on the annual financial audit.

3. Reports to the Board

a. January 2025 Financial Reports and Account Reconciliations

Bradley Colburn, Chief School Finance Officer, presented the board with the January 2025 financial reports and account reconciliations.

b. Superintendent's Report

- I would like to thank Mr. Whitlock and his staff for hosting tonight's board meeting. FE Burleson's faculty, staff, and administration do a great job of educating our students.
- Last Thursday, February 13th, Mrs. Lamb, Mrs. Dickman, and I attended the State Board of Education Meeting in Montgomery. Barkley Bridge was recognized as one of the Top 25 scoring schools on the ACAP from the Spring of 2025. We are very proud of Barkley Bridge Elementary and their staff.
- Congratulations to the Hartselle High School Girls Basketball Team for making the Elite 8 in the 6A Basketball playoffs.
- We've earned the Healthy Meals Incentives Innovation in Nutrition Education Award from the USDA Food and Nutrition Service and Action for Healthy Kids by improving the nutritional quality of our district's school meals. The Hartselle City School cafeterias have been vital in encouraging our students to make healthier meal decisions by offering fresh fruits and vegetables every day. Social media posts, flyers, mailers, and serving line signs are just a few ways that our staff have helped teach our students the difference in eating fresh produce versus processed foods.

4. Recommendation to Approve Out-of-State Field Trip

The Superintendent made the recommendation to approve the request from Hartselle Intermediate School for an out-of-state field trip for the Hartselle Intermediate School Drone teams. They plan to compete at River Bluff High School, in South Carolina at the Southeastern Drone Competition on April 12-15, 2025.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mrs. Sabrina Buettner
Voting: Unanimously Approved

5. Recommendation to Approve Surplus Property

The Superintendent made the recommendation to approve the surplus property request from Hartselle Jr. High School. The list of items is included.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mrs. Sabrina Buettner
Voting: Unanimously Approved

6. Recommendation to Approve Transportation Bid

The Superintendent made the recommendation to approve the bid from Southland Transportation Group, Birmingham, Alabama, in the amount of \$13,800 per unit, for air conditioning installation of Hartselle City Schools buses.

Motion made by: Ms. Amy Pace; Motion seconded by: Mr. Daxton Maze
Voting: Unanimously Approved

VIII. Personnel Items

1. Recommendation to Approve Personnel Items

The Superintendent made the recommendation to to approve the following personnel items:

Leaves

1. Sarah Ellen Anders for FMLA leave in the position of Math Teacher at Hartselle High School, from approximately April 21, 2025, through May 23, 2025.
2. Kayla Elliott for FMLA leave in the position of Elementary Teacher at Crestline Elementary School, from approximately April 18, 2025, through May 23, 2025.
3. Olivia Locklear for FMLA leave in the position of Elementary Teacher at F.E. Burleson Elementary School, from approximately February 13, 2025, through May 30, 2025.

Resignations

1. Jesse Bailey from the position of Instructional Aide, based at the Central Office, currently assigned to Hartselle High School, effective February 7, 2025.

Retirements

1. Amy Gilliand from the position of Elementary Teacher (4th Grade) at Crestline Elementary School, effective June 1, 2025.
2. Karen Parmer from the position of Elementary Teacher (1st Grade) at Crestline Elementary School, effective June 1, 2025.
3. Julie Rhodes from the position of Instructional Partner at Hartselle Intermediate School, effective June 1, 2025.
4. Steve Ward from the position of Maintenance Worker for Hartselle City Schools, effective June 1, 2025.

Employments

1. Kaitlin Asher in the position of Science Teacher at Hartselle High School, effective March 10, 2025.

2. Sedama Johnson in the position of Custodian, based at the Central Office, to be assigned to schools, effective February 19, 2025. First school assignment- Crestline Elementary School

Additional Duties

1. Attached list of additional Hartselle City Schools employees to be paid for serving the Hartselle City Schools Extended Day Programs for the 2024-2025 school year.
2. Renee Owens to be paid \$200 for cooking for the baseball drawdown, to be paid from baseball funds.

Substitutes

1. Add the following to the substitute list, effective February 20, 2025: Josie Herring, Lindsey Kersey, and Caroline Weems.
2. Beth McHugh to work as a long-term substitute for an Elementary Teacher leave at Crestline Elementary School from March 31, 2025, through May 23, 2025.
3. Richard Richie to work as a long-term substitute for a Science Teacher vacancy at Hartselle High School from February 3, 2025, through March 10, 2025.
4. Sally Woodall to work as a long-term substitute for an Elementary Teacher leave at F.E. Burleson Elementary School from February 18, 2025, through May 23, 2025.

Retiree Agreement

1. Ada Jackson as a part-time secretary, based at the Central Office, effective January 6, 2025.

Volunteers

1. Todd McRae as a volunteer Baseball Coach for the 2024-2025 season.
2. Todd Nelms as a volunteer Baseball Coach for the 2024-2025 season.
3. Joseph Watson as a volunteer Baseball Coach for the 2024-2025 season.
4. Tyler Williamson as a volunteer Baseball Coach for the 2024-2025 season.
5. Katie Beth Williams as a volunteer JV Girls Soccer Coach for the 2024-2025 season.

Contract

1. Kaitlin Asher for an Advanced TEAMS contract from March 10, 2025, to June 30, 2025.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mrs. Sabrina Buettner
Voting: Unanimously Approved

IX. Information Items

1. Next Board Meeting - March 18, 2025 - Hartselle High School - 1000 Bethel Road, Hartselle - 6:00 PM

X. Adjournment

With no further business, the Board President, Dr. James Joy, declared the meeting adjourned at 6:40 p.m.