

**Hartselle City Schools  
Meeting Minutes**

**August 2021 Board Meeting  
08/24/2021 05:30 PM  
Central Office  
Hartselle, Alabama 35640**

**Attendees**

Voting Members

Mr. Randy Sparkman, Chairman

Dr. James Joy, Vice Chairman

Mrs. Venita Jones, Board Member

Mr. Daxton Maze, Board Member

Mrs. Monty Vest, Board Member

Non-Voting Member

Dr. Dee Dee Jones, Superintendent

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**I. Call to Order**

The Board President, Mr. Randy Sparkman, called the meeting to order at 5:30 p.m.

**II. Establishment of Quorum**

Mr. Randy Sparkman, Board President, declared that a quorum was present. All members were present.

**III. Invocation**

The Invocation was led by school nurse, Mrs. Kelli Morton.

**IV. Pledge of Allegiance**

The *Pledge of Allegiance* was led by Special Services Coordinator, Mrs. Katie Black.

**V. Adoption of Agenda**

A motion was made to approve the agenda. Mrs. Monty Vest made the motion to approve the recommendation with a second by Dr. James Joy. The vote was unanimous in favor of the motion.

**VI. Approval of Minutes**

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

- 1). July 13, 2021 - July Board Meeting
- 2). July 20, 2021 - Special Called Meeting
- 3). July 20, 2021 - Work Session
- 4). July 23, 2021 - Special Called Meeting
- 5). July 30, 2021 - Special Called Meeting
- 6). July 30, 2021 - Work Session
- 7). August 10, 2021 - Work Session

Dr. James Joy made the motion to approve the minutes with a second by Mrs. Venita Jones. The vote was unanimous in favor of the motion.

## **VII. Action Items**

### **1. Reports to the Board**

- a. July 2021 Financial Reports and Account Reconciliations
  - Mr. Colburn presented the Board with the July 2021 financial reports and account reconciliations.
- b. Accountability Report
  - To be in compliance of the "Notification Required by Act No. 2006-196 School Fiscal Accountability Act", Mr. Colburn presented a report to the Superintendent and Board members regarding the findings from an investigation of a past employee. The report of findings is attached to the minutes.
- c. Superintendent's Report
  - The Superintendent gave the Board an update on COVID, athletic events, and she thanked principals for a very smooth start to the 2021-2022 school year.

### **2. Recommendation to Approve Occupational Therapy Contract**

The Superintendent made the recommendation to approve the contract with Robin Irwin Physical Therapy Service, P.C., in Decatur to provide occupational therapy services for students during the 2021-2022 school year.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

### **3. Recommendation to Approve Board Policy Revision - 7.3.1 – First Reading**

The Superintendent made the recommendation to approve a revision of Board Policy 7.3.1 *Instructional Program: Academic Standards*. This change is needed so that first grade may provide a standards-based report card rather than just a letter/numerical grade.

Motion made by: Dr. James Joy; Motion seconded by: Mr. Randy Sparkman  
Voting: Unanimously Approved

### **4. Recommendation to Approve Standards-Based Report Card**

The Superintendent made the recommendation to approve the Standards-Based Report Card for first-graders, beginning 2021-2022.

Motion made by: Mrs. Monty Vest; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

**5. Recommendation to Approve Surplus Property**

The Superintendent made the recommendation to dispose of the following surplus property requests:

1. Outdated encyclopedias from the Hartselle High School library (list is attached)
2. Broken CNP (child nutrition program) equipment: steamer and kettle set at F.E. Burleson Elementary, milk box at Hartselle Intermediate School, and ice cream box at Hartselle High School.

Motion made by: Dr. James Joy; Motion seconded by: Mr. Daxton Maze  
Voting: Unanimously Approved

**6. Recommendation to Approve Bus Request**

The Superintendent made the recommendation to approve the bus request from Daystar Church for bus services on September 1, 2021, to travel from Hartselle to Cullman. Daystar will pay the costs for the use of the bus.

Motion made by: Mrs. Monty Vest; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

**7. Recommendation to Approve Out-of-State Field Trip**

The Superintendent made the recommendation to approve the out-of-state field trip request for Hartselle High School Band to travel to Orlando, Florida on November 20-23, 2021, to visit Disney Springs, Universal Studios, and Islands of Adventure. The band has made application to perform at Universal Studios.

Motion made by: Dr. James Joy; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

**VIII. Personnel Items**

**1. Recommendation to Approve Personnel Items**

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

Leave Request

1. Jessie Bartlett, special education teacher at Hartselle Intermediate School, for FMLA leave from October 16, 2021 - January 4, 2022.
2. Sonya Lett, Pre-K teacher at Crestline Elementary School, for FMLA leave August 9-September 17, 2021.
3. Terri McClure, CNP worker at Barkley Bridge Elementary School, for intermittent FMLA leave August 10 - December 17, 2021.
4. Sloan Sittason, tenth grade teacher at Hartselle High School, for leave from November 18, 2021 - January 21, 2021.
5. Stacy Steenson, science teacher at Hartselle Intermediate School, for FMLA leave August 18 - September 8, 2021.

### Resignations

1. Dr. Carolyn Pistorius, assistant principal at F.E. Burleson Elementary School, effective August 17, 2021.
2. Sarah Shifrin, choral teacher at Hartselle Junior High and Hartselle Intermediate schools, effective August 20, 2021.
3. Willie Ambrocio, custodian assigned to Hartselle Intermediate School, effective August 2, 2021.
4. Sherry Terry, Instructional Aide assigned to Hartselle Intermediate School, effective August 10, 2021.
5. Kristy Wiley, CNP manager at F.E. Burleson Elementary School, effective September 10, 2021.

### Transfers

1. Amy Stadthagen, from the position of bookkeeper at F.E. Burleson Elementary to the position of bookkeeper at Barkley Bridge Elementary School, effective August 25, 2021.
2. Natalie Whitten, from the position of bookkeeper at Hartselle Intermediate School to the position of bookkeeper at F.E. Burleson Elementary School, effective August 25, 2021.

### Employment

1. Jake Hembree, for the position of Assistant Principal at Hartselle Intermediate School, effective August 25, 2021.
2. Andrea Owensby, as an elementary teacher, based at the Central Office, to be the elementary virtual/homebound teacher, retroactive to August 13, 2021.
3. Beth Taylor, for the position of cafeteria manager, based at the Central Office (to be assigned to schools), effective September 7, 2021.
4. Gunnar Wiggins, for the position of custodian, based at the Central Office (to be assigned to schools), effective August 25, 2021.
5. DeKota Shaddrix, for the position of custodian, based at the Central Office (to be assigned to schools), effective August 25, 2021.
6. Toni Smith, for the position of 6-hour cafeteria worker, based at the Central Office (to be assigned to schools), effective September 7, 2021, pending background clearance.
7. Casey Gill, for the position of Instructional Aide, based at the Central Office (to be assigned to schools), effective September 1, 2021, pending background clearance.

### TEAMS Contracts

1. High School Teachers: Math - Haley Oyervidez, Amy Godwin, Victoria Counce, Donna Legg-Battles, and Janice Miller; Science - Jennifer Talbot
2. Hartselle Junior High Teachers: Math - Bethany Simpson and Lauren Wynn; Science - Caroline Weems, Rachel Sims, Leah Roden

### Non-Employee Agreement

1. Tanya Lybarger Childers to be paid as a part-time physical education teacher at Hartselle High School.

### Stipends and Supplements

1. Yearly Supplement Assignments - see attached list.
2. Emily Mead to be paid \$6,776.00 to teach Grade 5 virtual learning students during her planning period. This will be paid with ESSER III funds.
3. Chad Smith to be paid \$7,598.57 to teach 1 period of AgScience at Hartselle High School during his planning period.
4. Brittany Ferguson to be paid a \$1,000 Pre-K mentoring stipend. This will be paid with F.E. Burleson Elementary Pre-K funds, in two payments of \$500.00 (December and May).
5. The following Hartselle High School teachers to be paid \$30 per hour to provide extra student tutoring throughout the 2021-2022 school year: Emily Reeves, Jillian Ellzey, Donna Legg-Battles, Mallori Pendley, Jennifer Talbot, Victoria Counce, Janice Miller, Shanna Coan, Ally McCaghren, Megan Dillard, Amanda Garner, Jennifer Lee, Kellye Lyon. This will be paid with ESSER funds.

### Substitutes

1. Add the following substitutes to the approved Substitute List: Deborah Bramlett, Ashley Bryant, Ginger Cataline, Kimberly Dickerson, Mackenzie Holtsclaw, Angela Payne, Amy Raney, Rita Roberts, Kayla Sparkman, LeAnn Thrasher, and Montanna Winchester.

Motion made by: Mrs. Monty Vest; Motion seconded by: Dr. James Joy  
Voting: Unanimously Approved

## **2. Recommendation to Approve Yearly Superintendent Evaluation**

The Board President made the recommendation to approve the yearly Superintendent Evaluation and raise, effective July 1, 2021.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mrs. Monty Vest  
Voting: Unanimously Approved

## **IX. Information Items**

### **1. Principal Comments**

Principals from each school gave an update of the activities going on in their schools.

### **2. Next Regular Board meeting - September 21, 2021 - Central Office - 6:00 p.m.**

X. **Adjournment**

With no further business, Mr. Sparkman declared the meeting adjourned at 6:17 p.m.

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Chairperson