

**Hartselle City Schools  
Meeting Minutes**

**April 2019 Board Meeting  
04/23/2019 06:00 PM**  
Central Office  
Hartselle, Alabama 35640

**Attendees**

**Voting Members**

Mr. Randy Sparkman, Board Member  
Dr. James Joy, Chair  
Mrs. Venita Jones, Board Member  
Mr. Daxton Maze, Vice Chair  
Mrs. Amy Pace, Board Member

**Non-Voting Members**

Dr. Dee Dee Jones, Superintendent

---

**I. Call to Order**

Dr. James Joy, Board President, called the meeting to order at 6:00 p.m.

**II. Establishment of Quorum**

The Board President declared that a quorum was present. All Board members were in attendance.

**III. Invocation**

The invocation was given by Rocky Garrison, parent.

**IV. Pledge of Allegiance**

The *Pledge of Allegiance* was led by Britany Smith, Accounting Supervisor.

**V. Adoption of Agenda**

A motion was made to approve the agenda.

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

**VI. Approval of Minutes**

The motion was made to approve the minutes of the following meetings:

- 1). March 26, 2019
- 2). April 9, 2019 - Work Session

Motion made by: Mr. Randy Sparkman; Motion seconded by: Mrs. Amy Pace  
Voting: Unanimously Approved

**VII. Action Items**

**1. Recognitions**

Dr. Jones presented a *Certificate of Recognition* to:

1. Jacob Garrison - National Merit Finalist
2. Tyler Der - National Merit Finalist
3. Colonel Brian Williams - State Civil Air Commander of the Year

## **2. Reports to the Board**

### **1. March 2019 Financial Reports and Account Reconciliations**

Presented by Bradley Colburn, Chief School Finance Officer

### **2. Superintendent's Report**

Dr. Jones gave an update on the following:

- Junior High School Roof and Window projects
- Kindergarten Registration
- Henny Penny oven installations
- State STEM Committee Meeting update

### **3. Recommendation to Approve Policy Revision - Final Reading**

The Superintendent made the recommendation to approve revision to Policy 6.24 *Harassment, Violence, and Threats of Violence and Suicide Awareness and Prevention*.

Motion made by: Mrs. Amy Pace; Motion seconded by: Mr. Randy Sparkman  
Voting: Unanimously Approved

### **4. Recommendation to Approve Memorandum of Agreement**

The Superintendent made the recommendation to approve the Memorandum of Agreement between A+ College Ready and Hartselle City Schools for the "on-loan" services of Erica Griffin from July 1, 2019 - June 30, 2020.

Motion made by: Mrs. Amy Pace; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

### **5. Recommendation to Approve Bid Rejection**

The Superintendent made the recommendation to reject the Sewage Tank Replacement Bid for F.E. Burleson Elementary School.

Motion made by: Mr. Randy Sparkman; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

### **6. Recommendation to Approve Reroofing Bid**

The Superintendent made the recommendation to approve that the Reroofing of Board Office for Hartselle City Board of Education bid (Architects Job No. 19-16) be awarded to MG Roofing, Inc., Muscle Shoals, Alabama, in the amount of \$86,000.00.

Motion made by: Mrs. Amy Pace; Motion seconded by: Mrs. Venita Jones  
Voting: Unanimously Approved

### **7. Recommendation to Approve HVAC Bid**

The Superintendent made the recommendation to approve that the bid for the HVAC replacement at F.E. Burleson Elementary School (Architect Job # 19-12) be awarded to Pettus Plumbing and Piping, Inc., Rogersville, Alabama, for \$97,650.00.

Motion made by: Mrs. Amy Pace; Motion seconded by: Mr. Randy Sparkman  
Voting: Unanimously Approved

## **8. Personnel Items**

### **1. Recommendation to Approve Personnel Items**

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

#### Leave Request

1. Mark Peck, maintenance worker at the Central Office, for FMLA from May 1, 2019 through July 23, 2019.
2. Erica Griffin to be placed "on-loan" to serve as the AP English Content Director for A+ College Ready according to the terms and obligations of the agreed upon contract, from July 1, 2019 - June 30, 2020.

#### Resignation

1. Kristyn Timochko, from the position of special education teacher at Crestline Elementary School, effective May 24, 2019.

#### Retirements

1. Diane Griffith, from the position of Instructional Aide, currently assigned to Hartselle High School, effective June 1, 2019.
2. Jo Ann Mathews, elementary teacher at Barkley Bridge Elementary School, effective with the end of the 2018-2019 school year.
3. Lavonda Napier, Science teacher at Hartselle High School, effective June 1, 2019.
4. Beth Vest, English teacher at Hartselle High School, effective June 1, 2019.

#### Supplements

1. Kristi Greeson to be paid \$1,290.00 for completing the 2019 softball media guide. This will be paid from Hartselle High School softball funds.
2. Bo Culver to receive the following supplements:
  1. Head Varsity Football Coach Supplement
  2. 9th Grade Football Coach Supplement
  3. 3-Month Summer Contract Extension Supplement

#### Substitutes

1. Gerald Dugger to be added to the substitute list.

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

#### Employment

1. Elizabeth Olinger Swan for the position of elementary teacher at Crestline Elementary School, effective with the beginning of the 2019-2020 school year.

2. Hannah McNutt for the position of elementary teacher at F.E. Burleson Elementary School, effective with the beginning with the 2019-2020 school year.
3. Shannon Hubatka for the position of elementary teacher at F.E. Burleson Elementary School, effective with the beginning of the 2019-2020 school year.
4. Abby McHugh for the position of elementary teacher at Barkley Bridge Elementary School, effective with the beginning of the 2019-2020 school year.
5. Melissa Dickman for the position of elementary teacher at Barkley Bridge Elementary School, effective with the beginning of the 2019-2020 school year.
6. Ben Parmer for the position of Agriscience teacher at Hartselle Junior High School, effective with the beginning of the 2019-2020 school year.

Motion made: Ms. Amy Pace; Seconded by: Mr. Randy Sparkman

Voting: Ms. Pace - yes; Mr. Sparkman - yes; Mrs. Jones - yes; Dr. Joy - yes; Mr. Maze - abstained.

### **Information Items**

Next Board Meeting - May 22, 2019, at 7:00 a.m., at the Central Office

### **Adjournment**

With no further business, Dr. Joy declared that the meeting be adjourned at 6:26 p.m.

---

Chairperson