

MEETING MINUTES

Attendees

Voting Members

Dr. James Joy, President
Mrs. Monty Vest, Vice President
Mr. Daxton Maze, Board Member
Mr. Randy Sparkman, 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 6:00 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 Hartselle High School Senior, Mr. Alex Hatfield.

IV. Pledge of Allegiance

The *Pledge of Allegiance* was led by Hartselle High School Senior, Ms. Sofia Hutson.

V. Adoption of Agenda

A recommendation was made to approve the agenda.

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

Voting: Unanimously Approved

VI. Approval of Minutes

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

1. October 17, 2023 - October Board Meeting

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

VII. Action Items

1. Presentation

Dr. Cooper provided a presentation on the events and achievements at Hartselle High School.

2. Reports to the Board

a. September 2023 Financial Reports and Account Reconciliations

Mr. Bradley Colburn, Chief School Finance Officer, presented the Board with the September 2023 financial reports and account reconciliations.

b. Superintendent's Report

- I would like to thank Dr. Cooper and his faculty and staff for the hospitality.
- I would also like to commend Coach Bucky Garner for the development of the ESports team. The competition level is very competitive and our students are learning the team concept in an avenue that used to be individual play.
- I would like to commend our girls' volleyball program for making the state playoffs at Von Braun. Coach Crumpton did an outstanding job this season.
- Mrs. Towers has scheduled fractional O-Gap training for all math teachers grades 3-8
- Our band program continues to receive many honors at their competitions receiving best in show at our last competition.
- I would like to invite each of you to our Pre-K program and Eclipse program. The work that is done in this program is outstanding. To see where they start and where they are at Thanksgiving is beyond impressive.
- As you all know our football team competes Friday in the 2nd Round of the football playoffs.
- I would like to wish all of you a Happy Thanksgiving!! I am thankful for the board we have and the support they give me and Hartselle City Schools, faculty, staff, administration, and our school children.

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

The Superintendent made the recommendation to approve the request for Hartselle High School Band students to travel to Orlando, Florida, on April 3 - 7, 2024, to perform in Disney World's Magic Kingdom March.

Motion made by: Mrs. Monty Vest; Motion seconded by: Mr. Randy Sparkman
Voting: Unanimously Approved

4. Recommendation to Approve 2024-2025 Calendar - First Reading

The Superintendent made the recommendation to approve the first reading of the 2024-2025 School Calendar.

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

5. Recommendation to Approve Purchases for New Crestline Elementary

The Superintendent made the recommendation to approve the following purchases for the new Crestline Elementary School. These purchases will be paid for with construction funds:

1. Library/Media Center furniture from Interior Elements, in the amount of \$171,590.
2. Administrative spaces furniture from Virco, Incorporated, in the amount of \$143,929.77.
3. Cafeteria furniture from Virco, Incorporated, in the amount of \$86,485.54.
4. Door access controls and door camera monitoring equipment from North American Video & Sound, in the amount of \$73,870.
5. IP phone and intercom system from Ambit Solutions, Birmingham, Alabama, in the amount of \$108,303.25.

Motion made by: Mrs. Monty Vest; Motion seconded by: Mr. Randy Sparkman
Voting: Unanimously Approved

6. Recommendation to Approve Change Order for New Crestline Elementary

The Superintendent made the recommendation to approve the change order for the new Crestline Elementary School for changes in scope to the case-work in grades 2-4 and the library office, in the amount of \$31,340. This will be paid from construction contingency funds.

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

7. Recommendation to Approve CNP Bid

The Superintendent made the recommendation to approve to purchase and award the bid for 2 Combi-Ovens, needed for the new Crestline Elementary School, to Bresco, Birmingham, Alabama, in the amount of \$51,900.00.

Motion made by: Mr. Randy Sparkman; Motion seconded by: Mrs. Monty Vest
Voting: Unanimously Approved

8. Recommendation to Approve Surplus Property

The Superintendent made the recommendation to approve the following as surplus property from Hartselle Intermediate School:

- Removal/disposal of old technology carts that are broken or unusable
- Encyclopedia Set (approximately 30 years old)
- Broken Binding / Unusable Library Books

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

VIII. Personnel Items

1. Recommendation to Approve Personnel Items

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

Leave

1. Beth Emerson for FMLA leave in the position of Instructional Aide based at the Central Office, currently assigned to Hartselle High School, from October 13, 2023 through December 15, 2023.

Resignations

1. Ivan Bello from the position of Custodian, based at the Central Office, currently assigned to F.E. Burleson Elementary School, effective October 30, 2023.
2. Colonel Brian Williams from the position of Civil Air Patrol Adjunct Instructor at Hartselle High School, effective November 3, 2023.
3. Beth Clemmons from the position of Instructional Partner at Hartselle Junior High School, effective December 8, 2023.

Retirement

1. Pat Smith from the position of Assistant Principal and Athletic Director, effective January 1, 2024.

Employment

1. Patrick Badger (Rick) in the position of Custodian, based at the Central Office, effective November 15, 2023. First school assignment- Hartselle Intermediate School.

Additional Duties

1. The attached list of Hartselle City Schools employees to be paid \$30 an hour to provide tutoring services for the 2023-2024 school year.
2. The attached list of Extended Day Workers for the 2023-2024 school year.
3. Jake Miles as Athletic Director, effective January 1, 2024.
4. Renee Owen to be paid \$80 from HHS Choral Department funds for cooking potatoes at the Fall Dinner on October 26, 2023.
5. Renee Owen to be paid \$200 from baseball funds for cooking potatoes for the baseball fundraiser meal.

Substitutes

1. Add the following to the substitute list, effective November 17, 2023: Roberta Griffin and Anna Tetreault

2. Karmyn Cartee to work as a long-term substitute at Hartselle High School from October 30, 2023 through December 15, 2023.

Retiree Agreement

1. Mark Hodges as Assistant Principal at Hartselle High School, effective December 4, 2023 – May 31, 2024.

Non-Employee Agreement

1. Valerie Green as the HHS Basketball Concession Stand Coordinator during the 2023-2024 school year.

Motion made by: Mr. Randy Sparkman; Motion seconded by: Mrs. Monty Vest
Voting: Unanimously Approved

IX. Information Items

- 1. Next Board Meeting - December 12, 2023 - Hartselle Intermediate School**

X. Adjournment

With no further business, Board President, Dr. James Joy, declared the meeting adjourned at 6:54 p.m.