

**Hartselle City Schools
Meeting Minutes**

**March 2020 Board Meeting
03/17/2020 06:00 PM**
Central Office
Hartselle, Alabama 35640

Attendees

Voting Members

Mrs. Venita Jones, Board Member

Dr. James Joy, Board Member

Mr. Daxton Maze, Chair

Mrs. Amy Pace, Vice Chair

Mr. Randy Sparkman, Board Member

Non-Voting Attendee

Dr. Dee Dee Jones

I. Call to Order

The Board President, Daxton Maze, called the meeting to order at 6:01 p.m.

II. Establishment of Quorum

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

III. Invocation

No one led an invocation.

IV. Pledge of Allegiance

No one led the *Pledge of Allegiance*.

V. Adoption of Agenda

Randy Sparkman made the motion to approve the agenda. Amy Pace seconded the motion. 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). Minutes - February 25, 2020

2). Minutes - March 5, 2020 - Special Called Meeting

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

Voting: Unanimously Approved

VII. Action Items

1. Reports to the Board

- a. February 2020 Financial Reports and Account Reconciliations
Mr. Bradley Colburn, Chief School Finance Officer presented the February 2020, Financial Reports and Account Reconciliations. He also stated that under the current circumstances, that the March payroll would be going out as planned.
- b. Superintendent's Report
Dr. Jones gave a report to the Board on the following items:
 1. Hartselle City Schools would be distributing meals to students during the time away from school, unless guidance changed the plans. The first meal distribution will be held at Crestline Elementary School and F.E. Burleson Elementary School from 10:00 - 1:00.
 2. She stated that she is working closely with the Alabama State Department of Education to guidelines and guidance about moving forward in the coming uncertain days.
 3. Coronavirus update
 4. We will be working on a plan to continue Kindergarten registration.

2. Recommendation to Approve Summer Camp Catch-Up

The Superintendent made the recommendation to approve summer Camp Catch-Up to be held at an elementary school for students in grades K-3, June 22 - July 1, 2020.

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

3. Recommendation to Approve Flooring Replacement

The Superintendent made the recommendation to approve Haley's Flooring and Interiors, Inc., Huntsville, Alabama, to replace flooring at the Central Office.

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

4. Recommendation to Approve Vending Services

The Superintendent made the recommendation to approve the agreement for vending services for all schools and the Central Office from Expert Vending Service, Incorporated, Birmingham, Alabama.

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

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

The Superintendent made the recommendation to approve the following out-of-state field trip:

1. Students from Hartselle High School and Hartselle Junior High School who qualified at the State HOSA competition, to travel to Houston, Texas on June 24-28, 2020.

Motion made by: Mrs. Amy Pace; Motion seconded by: Dr. James Joy
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. Candice McCaghren, Kindergarten teacher at Crestline Elementary, for FMLA from approximately May 15 - May 25, 2020.
2. Amy Gilliland, fourth-grade teacher at Crestline Elementary School, for FMLA from March 18, 2020 - May 1, 2020.
3. Tammy Gullion - for extending leave from March 6, 2020 - April 6, 2020, unless released earlier by physician.
4. Michelle Kelso, teacher at Hartselle Intermediate School, FMLA from February 27 - April 3, 2020.
5. Elizabeth McFarland for unpaid leave, effective March 30, 2020 through the end of the 2019-2020 school year.

Resignations

1. Bo Culver, from the position of secondary teacher at Hartselle High School, effective May 1, 2020.
2. Joe Stephenson, from the position of Wrestling Coach at Hartselle High School, effective February 27, 2020.
3. Tammy Jenkins, from the position as an Instructional Aide, currently assigned to Crestline Elementary School, effective March 24, 2020.
4. Brad Bole, to retire from the position of Bus Driver, effective June 1, 2020.
5. Martha Eaton, to retire from the position of Instructional Aide, currently assigned to Crestline Elementary School, effective June 1, 2020.
6. Elizabeth McFarland, from the position of Science teacher at Hartselle High School, effective with the end of the 2019-2020 school year.

Employment

1. Hank Quattlebaum as a lawn care maintenance worker, effective April 1 - October 31, 2020.
2. John Pat Orr as a lawn care maintenance worker, effective April 1 - October 31, 2020.

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

2. Recommendation to Approve Contract

The Superintendent made the recommendation to approve the following contracts:

Karissa Lang, for a 3-year contract as Principal at Crestline Elementary School, effective July 1, 2020.

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

3. Recommendation to Approve Superintendent Contract

The Board President made the recommendation to approve the following Superintendent Contract:

1. Dr. Dee Dee Jones, for a 5-year contract as Superintendent of Hartselle City Schools, effective July 1, 2020.

Motion made by: Mrs. Amy Pace; Motion seconded by: Dr. James Joy
Voting: Unanimously Approved

IX. Information Items

1. Next Board Meeting - April 21, 2020 - Central Office - 6:00 p.m.

X. Adjournment

With no further business, the Board President declared the meeting adjourned at 6:50 p.m.

Chairperson