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## **MEETING MINUTES**

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### **Attendees**

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#### **Voting Members**

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

#### **Non-Voting Members**

Dr. Brian Clayton, Superintendent

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#### **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 Dr. Josh Swindall, Secondary Curriculum Coordinator.

#### **IV. Pledge of Allegiance**

The *Pledge of Allegiance* was led by Jordan Cantrell, Human Resources Coordinator.

#### **V. Adoption of Agenda**

A recommendation was made to approve the agenda. A motion was made by Ms. Amy Pace with a second by Mrs. Sabrina Buettner.

#### **VI. Approval of Minutes**

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

1. March 18, 2025
2. April 14, 2025 - Work Session

Motion made by: Ms. Amy Pace; Motion seconded by: Mrs. Sabrina Buettner

Voting: Unanimously Approved

#### **VII. Action Items**

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

##### **a. March 2025 Financial Reports and Account Reconciliations**

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

**b. Superintendent's Report**

Dr. Brian Clayton reported the following items:

- I would like to commend Mrs. Jan Byrd for winning the John J. Sparkman Citizenship Award at the Hartselle Chamber of Commerce Awards Luncheon held last Friday, April 11th. As you all know, she does a great job for Hartselle City Schools and goes beyond the call for Hartselle.
- Congratulations to Brit Godfrey for winning the Class 6A Bryant Jordan Student Achievement Award!
- We have had great news about the drone team competitions from our schools and look forward to the results!
- Congratulations to Mrs. Wynette Orr is the Madison Region ACCESS Facilitator of the Year! She now moves on to the state level competition.
- Congratulations to Dr. Josh Swindall was named the Madison Region ACCESS Administrator of the Year!

**2. Recommendation to Approve Child Nutrition Bids**

The Superintendent made the recommendation to approve the following Child Nutrition Program bids:

- Bid Renewal for Produce to be awarded to OK Produce
- Bid Renewal for Supplemental Groceries to Osborn Grocers
- Bid Renewal for Chemicals to SFSPac
- Bid Renewal for Fresh Baked Pizza Delivery to Pizza Hut
- Bid Renewal for Milk/Dairy Products Services to DFA/Purity Dairy Brands
- Bid for Ice Cream to Murfreesboro Pure Milk Company (Previously Purity)

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

**3. Recommendation to Approve Out-of-State Field Trips**

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

- Hartselle High School theatre students to attend and compete at the National Festival for the International Thespian Society, June 22-28, 2025, at IndianaUniversity in Bloomington, Indiana.
- Five Health Occupation (HOSA) students to attend the HOSA International Leadership Conference and Competition in Nashville, Tennessee on June 18-21, 2025.

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

**4. Recommendation to Approve Out of District Students**

The Superintendent made the recommendation to approve eighty out of district students for the 25-26 school year.

Motion made by: Mr. Daxton Maze; Motion seconded by: Mr. Randy Sparkman  
Voting: Unanimously Approved

#### **5. Recommendation to Approve Booster Organization**

The Superintendent made the recommendation to approve the Request to Operate Booster or School Organization from Hartselle High Schools *Girls With Glory*.

Motion made by: Ms. Amy Pace; Motion seconded by: Mrs. Sabrina Buettner  
Voting: Unanimously Approved

### **VIII. Personnel Items**

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

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

##### Leaves

1. Katie Davis for a Leave of Absence to be "on loan" with ARI, in the position of Elementary Teacher (Reading Coach) at F.E. Burluson Elementary School for the 2025-2026 school year.
2. Erica Griffin for a Leave of Absence to be "on loan" with AP College Ready, in the position of English Teacher for the 2025-2026 school year.
3. Karon Howard for Catastrophic Leave in the position of Instructional Aide, based at the Central Office, currently assigned to Hartselle High School, from April 14, 2025, through May 23, 2025.
4. Kevin Howard for a Leave of Absence in the position of Bus Driver from March 21, 2025, through May 13, 2025.
5. Danny Stephenson for FMLA Leave in the position of Custodian, based at the Central Office, currently assigned to Hartselle Junior High School, from April 23, 2025, through June 19, 2025.

##### Resignations

1. Ashley Littleton from the position of Custodian, based at the Central Office, currently assigned to Hartselle Intermediate School, effective May 21, 2025.
2. Stacie Martin from the position of PreK teacher at Crestline Elementary School, effective May 23, 2025.
3. Kellan McCoy from the position of Elementary Teacher (ELA) at Hartselle Intermediate School, effective May 23, 2025.
4. Abigail Webster from the position of Elementary Teacher (1st Grade) at F.E. Burluson Elementary School, effective May 23, 2025.

##### Retirements

1. Nanette Edde from the position of Career Technical Teacher (Education and Training) at Hartselle High School, effective July 1, 2025.

2. Susan England from the position of Elementary Teacher (STEM) at F.E. Burluson Elementary School, effective June 1, 2025.
3. Lisa Witherspoon from the position of Instructional Aide based at the Central Office, currently assigned to Hartselle Junior High School, effective June 1, 2025.

#### Transfers

1. Lauren Ferguson from 10 Month Counselor at Hartselle High School to 12 Month Counselor at Hartselle High School, effective July 1, 2025.
2. Rachel Groves from 10 Month Counselor at Hartselle High School to 12 Month Counselor at Hartselle High School, effective July 1, 2025.
3. Katie Harton from the position of Elementary Teacher (1st Grade) at Barkley Bridge Elementary School, to the position of Elementary Teacher (5th/6th Grade Reading) at Hartselle Intermediate School, effective August 4, 2025.
4. Jamie Haynes from 10 Month Counselor at Hartselle High School to 12 Month Counselor at Hartselle High School, effective July 1, 2025.
5. Kristi Steele from CNP Worker to Bus Driver, effective August 4, 2025.
6. Kayla Tucker from the position of Elementary Teacher (Math Coach), based at the Central Office to the position of Elementary Teacher (Instructional Partner) at Hartselle Intermediate School, effective August 4, 2025.

#### Employments

1. Angela Jensen in the position of Elementary Teacher (1st Grade) at F.E. Burluson Elementary School, effective August 4, 2025.
2. Reagin Kenney in the position of Elementary Teacher (6th Grade Social Studies) at Hartselle Intermediate School, effective August 4, 2025.
3. Laura Beth Kirkpatrick in the position of Elementary Teacher (2nd Grade) at F.E. Burluson Elementary School, effective August 4, 2025.
4. Paula Owens in the position of Elementary Teacher (4th Grade) at Crestline Elementary School, effective August 4, 2025.
5. Ginger Sims in the position of Elementary Teacher (3rd Grade) at F.E. Burluson Elementary School, effective August 4, 2025.

#### Additional Duties

1. The attached list of Hartselle City Schools employees to work the 2024-2025 HCS Summer Programs. HCS Summer Programs will be paid from the ARI, Numeracy, and ESY allocations and potentially General and Local Funds.
2. Sarah Garner to be paid \$35 an hour to provide Tutoring Services for the 2024-2025 school year at Crestline Elementary School.
3. Cindy Hollingsworth to be paid \$35 an hour to provide Tutoring Services for the 2024-2025 school year at Barkley Bridge Elementary School.
4. Lori Lemmons to be paid \$35 an hour to provide Tutoring Services for the 2024-2025 school year at Crestline Elementary School.

### Substitutes

1. Add the following to the substitute list, effective April 17, 2025: Alexa Davis, Cal George, Tracy Griffin, Beckie Judkins, Gail McCurley, and MaKenzie Mintzer.
2. Kim Baker to work as a long-term substitute for a Pre-K Teacher leave at Crestline Elementary School, effective April 21, 2025, through May 23, 2025.
3. Cal George to work as a long-term substitute for an Instructional Aide leave at Hartselle High School, effective April 21, 2025, through May 23, 2025.
4. Karen Harris to work as a long-term substitute for a Pre-K Teacher leave at Crestline Elementary School, effective April 8, 2025, through May 23, 2025.

### Retiree Agreements

1. John Pat Orr as part-time lawn maintenance, effective March 1, 2025.
2. Hank Quattlebaum as part-time lawn maintenance, effective March 1, 2025.

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

### **IX. Public Comments**

Amanda Garner, teacher at Hartselle High School requested to address the Board regarding out-of-district tuition being waived or discounted for employees.

### **X. Information Items**

1. Next Board Meeting - May 22, 2025 - Central Office - 7:00 a.m.

### **XI. Adjournment**

With no further business, the Board President, Dr. James Joy, declared the meeting adjourned at 6:28.