

**MINUTES  
CITY BOARD OF EDUCATION  
CITY OF MUSCLE SHOALS, ALABAMA**

The City Board of Education of the City of Muscle Shoals, Alabama, met for the Board's regular meeting in the office of the City Superintendent of Education of the City of Muscle Shoals, Alabama, on November 16, 2020, at approximately 6:04 p.m. The meeting followed a work session held at 5:30 p.m. Due to the COVID-19 pandemic, the meeting was held in blended live and virtual format. The secretary called the roll with the following results:

Present:    Jamie Stoddard (physically present)

                Clayton Wood (physically present)

                Marilyn Davis (virtual)

                Celia Rudolph (physically present)

                Farrell Southern (virtual)

Absent:     None

Also physically present were Chad Holden, Superintendent and ex-officio Secretary to the Board and custodian of its minutes and records, Denise Woods, Assistant Superintendent, and Sherry Langley, Chief School Financial Officer. Administrators physically present included Sheneta Smith, Wes Pounders, Jason Simmons, Britney Schneider, Scott Goodwin, Kevin Davis, and Jeff Madden. Also physically present were supervisors Dennis Conner, Richard Templeton, and Alabama Education Association representative, Tracy Moore.

President Stoddard declared a quorum present and the meeting duly and legally constituted and open for the transaction of business.

A motion to approve the November 16, 2020, agenda was made by Mr. Wood and seconded by Dr. Rudolph. No discussion followed and the motion was subsequently approved with five yes votes as follows:

Stoddard - Yes

Wood     - Yes

Davis     - Yes

Rudolph - Yes

Southern - Yes

President Stoddard asked Dr. Holden if any correspondence had been received that he would like to share with the Board. Superintendent Holden stated he had received correspondence and award items from the Alabama Association of School Boards regarding board member academy accomplishments as follows:

Jamie Stoddard	Level 3	Certificate
Celia Rudolph	Level 4	Plaque
Clayton Wood	Master Level	Second Year Date Plate for Plaque
Farrell Southern	Master Level Honor Roll	Recognition

Superintendent Holden thanked board members for their commitment and accomplishments.

Dr. Holden stated the next item on the agenda was a resolution to honor Sharon Smith. Sharon worked at the Central Office in the accounting department for 21 years and suddenly passed away from a recent illness. Sharon was a dedicated employee and a great supporter of the Muscle Shoals School System. The resolution commending her service was read by Dr. Holden and is shown at the end of these minutes.

Superintendent Holden recognized Principal Scott Goodwin who provided a video presentation highlighting achievements from Muscle Shoals Middle School.

Dr. Stoddard proceeded with the meeting agenda.

**I. Business Action Items**

Superintendent Holden read the following resolution regarding Consent Agenda action items:

*Consent Agenda Resolution*  
*For the consent agenda, the Board has been furnished with background material on each item or has discussed the item at a previous meeting. Consent Agenda items will be acted upon with one vote without discussion. If a Board member wants to discuss any item, it will be pulled from the Consent Agenda and voted on separately.*

A. Dr. Holden recommended approval of the following Consent Agenda items:

- 1. Minutes – October 19, 2020 (Regular Meeting)*
- 2. Bills & Accounts for September*
- 3. September End of Year Financial Report (September bank statements have been reconciled)*
- 4. Bills & Accounts for October*
- 5. October Financial Report (October bank statements have been reconciled)*
- 6. CNP – Supplemental Groceries Bid*
- 7. Surplus Equipment Declaration*
- 8. Salary Schedule Revision (Administrator Salary Schedule)*
- 9. Extension of Temporary Nurse Staffing*

A motion to approve the superintendent’s recommendation was made by Mr. Wood and seconded by Dr. Rudolph. No discussion followed and the superintendent’s recommendation was approved by five yes votes as follows:

Stoddard	-	Yes
Wood	-	Yes
Davis	-	Yes
Rudolph	-	Yes
Southern	-	Yes

Note: The salary schedule revision is shown at the end of these minutes.

B. Superintendent Holden recommended approval of the Personnel Report. A motion to approve the superintendent's recommendation was made by Mr. Wood and seconded by Dr. Rudolph. No discussion followed and the superintendent's recommendation was approved by five yes votes as follows:

Stoddard	-	Yes
Wood	-	Yes
Davis	-	Yes
Rudolph	-	Yes
Southern	-	Yes

For the benefit of the audience, the Personnel Report was read by Dr. Holden.

The personnel report is shown at the end of these minutes.

## **II. Superintendent's Report/Announcements**

- Dr. Holden thanked all of the schools who continue to think outside the box. Last week, Veterans Day was celebrated in very non-traditional ways in every school with some schools having virtual Veterans Day programs. The efforts to honor our veterans are commended.
- Governor Ivey has proclaimed November 16-22, 2020, as **Thank Alabama Teachers Week**. Individuals and businesses throughout the state are encouraged to express gratitude to the men and women currently going above and beyond for both their students and communities.
- Congratulations to Community Education Director Monica Jeffreys and the afterschool program. Mrs. Jeffreys and the program's response to COVID-19 has been recognized by the Alabama Afterschool and Community Education Network as one of three exemplary programs to operate this year despite the challenges faced with the pandemic.
- Dr. Kevin Davis asked that Harper Branscome and Zach Granger of the cross-country team be recognized. Both students recently qualified for the state track meet, which will be held at the Oakville Indian Mounds. Harper placed 12th overall in the 6A boy's sectional with a time of 17:06; Zach placed 25th overall with a time of 18:11.
- Lauren McBrayer is the Muscle Shoals High School DAR Good Citizen for the Class of 2021 and 2nd place overall winner of the Colbert County DAR essay contest.
- Tiffany Stonecipher, instructor at the Muscle Shoals Career Academy, provided totals for the Work Based Learning Program as follows:
  - Gross Wages since June 8, 2020: \$52,030.00
  - Work Hours: 6,181
  - Total Economic Impact: \$364,210.00

- In continuing work with the system’s strategic plan, the Core Beliefs developed by the Superintendent’s Advisory Committee and administrative team were mentioned.

**Our Core Beliefs**

- Positive relationships grounded in understanding and respect among students, staff, and the community open doors to more enriched curricular and extracurricular experiences.
- Effective communication helps us connect, share, and understand.
- Schools are safe, caring environments where students explore their interests and develop their talents while celebrating the diversity that makes each person unique.
- Faculty and staff are committed to high-quality, student-centered, sustained professional learning in order to prepare students for an ever-changing, advancing world.
- All students can learn through innovative and rigorous experiences coupled with high expectations for growth that allow them to maximize their potential.
- Partnerships with families, business and industry, post-secondary institutions, community agencies, and government create and sustain outstanding facilities, resources, and support systems in order to provide excellent educational opportunities and healthy and clean environments for students and staff.
- Technology is rapidly changing the way we live and work and can improve communication, collaboration, and critical thinking to transform the way students learn.

***III. Adjournment***

President Stoddard asked for a motion to adjourn. A motion was made by Mr. Wood and seconded by Dr. Rudolph. The motion to adjourn was approved by five yes votes as follows:

Stoddard	-	Yes
Wood	-	Yes
Davis	-	Yes
Rudolph	-	Yes
Southern	-	Yes

Minutes approved:

Attest:

Chad Holden

SEAL

***Muscle Shoals Board of Education***

***RESOLUTION***

***Sharon Gail Smith***

*WHEREAS, Ms. Sharon Smith, a former employee of Muscle Shoals City Schools, served as an Accounting Clerk at the Central Office for 21 years (July 1, 1999-November 10, 2020); and*

*WHEREAS, Ms. Smith was dedicated to her various job responsibilities where she displayed knowledge and efficiency in the area of financial services; and*

*WHEREAS, Ms. Smith loved and supported the Muscle Shoals School System which was demonstrated by her consistent attendance at band, musical, theatrical, and sporting events; and*

*WHEREAS, the members of the Muscle Shoals Board of Education, Muscle Shoals School System administration, Central Office employees, and individual school personnel are grateful for Ms. Smith's service, dedication, and friendship, and are deeply saddened by her sudden death:*

*NOW, THEREFORE, BE IT RESOLVED in expression of sincere gratitude and appreciation for the valuable contributions Ms. Smith made to the overall educational program of Muscle Shoals City Schools that a copy of this resolution be entered into the November 16, 2020, minutes of the Muscle Shoals Board of Education.*

*Chad Hilde*

*Superintendent of Education*

*JLSM*

*President, Board of Education*

***Personnel Report***

***I. Resignation/Retirement***

- 1. Kathy Wagnon**  
Secretary at Muscle Shoals High School. Effective January 1, 2021.

***II. Leave***

- 1. Sherry Arthur**  
Catastrophic leave extension for Spring 2021 term. Mrs. Arthur has accumulated enough donated sick leave days to cover this extension. (Medical care of a family member)

***III. Transfer/Reassignment***

- 1. Dennis Conner**  
From Non-Resident/Attendance and Instructional Support Coordinator to Director of Federal Programs and Career Technical Education. Effective January 1, 2021.
- 2. Jeff Madden**  
From Assistant Principal at Muscle Shoals High School to Contract Principal/Associate Director of Career Technical Education at Muscle Shoals Career Academy. Effective January 1, 2021.

***IV. Other/Contract Employment or Supplemental Assignment***

- 1. Leigh Ann Malone**  
Community Education Program/Extended Day Aide. Temporary, part-time/hourly, per schedule arranged; not to exceed 20 hours per week at \$25.00 per hour no benefits. Retroactive to October 26, 2020.
- 2. Tech Innovator Team Supplements; to be paid from budgeted Title II funds (½ fall, ½ spring)**  
Janet Burnett \$2,000.00  
Sandy Armstrong (Tech Innovator- Howell Graves Preschool): \$1500  
Lindsey Wallace (Tech Innovator- Webster): \$1500  
Cheryl Lockhart (Tech Innovator- McBride): \$1500  
Grace Anne Bonds (Tech Innovator- MSMS): \$1500  
Anna Ryan (Tech Innovator- MSHS and MSCA): \$1500
- 3. Gene Anna Gifford**  
Supplementary voice instruction for Muscle Shoals Performing Arts during the 2020-2021 school year. To be paid from funds collected from students utilizing her services; \$60.00 per student each month.
- 4. Kelli Nichols**  
\$250 for AP Coordinator Honorarium for the 2020-2021 school year. To be paid from College Board funds.
- 5. Lesley Jones, Connor Ozbirn, Jenny Cottrell**  
Extra teaching block assignment to cover a medical leave beginning approximately November 12, 2020, through February 12, 2021, (flexible with medical needs of the teacher on leave), due to difficulty being able to secure a certified math teacher to fill the leave. To be paid at calculated regular rate.

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**NOT BOARD ACTION ITEMS – FOR INFORMATION ONLY:**

*The following individuals will be employed through Kelly Staffing:*

- Laiken Mann – SpEd teacher at McBride to cover leave



Muscle Shoals City Schools  
2020 - 2021 School Administrator Salary Schedule

\*\*Revision - 11/2020  
Salary Schedule reflects 240 day contract

Exp	Position	High School		Middle School		*Elementary School		*Muscle Shoals Career Academy		Assistant Superintendent		Supervisor of Student Services		Superior of Student Services Assistant		Non-Resident/Attendance & Instructional Support Coordinator	
		Class A	AA	Class A	AA	Class A	AA	Class A	AA	Class A	AA	Class A	AA	Class A	AA	Class A	AA
	0-2																
	Principal																
	Asst.																
	3-4	76,989	82,688	75,138	81,464	74,764	81,150										
	Principal																
	Asst.	95,237	100,612	86,313	91,745	79,240	84,284	79,240	85,724	83,014	88,518	84,771	89,910	74,764	81,150	74,764	81,150
	5-7																
	Principal	70,941	84,817	76,989	83,468	75,632	83,173										
	Asst.	77,929	103,610	88,029	94,387	81,400	86,732	81,400	88,029	94,709	100,713	86,342	91,806	76,632	83,173	75,961	82,348
	8-10																
	Principal	81,464	87,789	79,658	86,401	79,114	86,131										
	Asst.	101,515	107,647	91,245	97,764	84,418	89,902	84,571	91,198	99,174	105,796	90,480	96,618	79,124	86,131	77,140	83,547
	11-13																
	Principal	82,389	88,868	80,384	87,635	80,059	87,379										
	Asst.	103,381	109,779	93,214	99,524	85,724	91,920	85,864	92,928	100,867	108,104	92,052	98,759	80,059	87,379	78,518	84,744
	14-16																
	Principal	84,857	91,799	81,734	89,211	81,528	89,091										
	Asst.	105,404	112,298	95,414	101,743	87,598	94,555	87,740	94,816	102,868	110,569	94,191	101,827	81,928	89,091	79,556	85,943
	17-19																
	Principal	85,988	93,054	84,239	91,647	83,992	91,273										
	Asst.	108,245	115,466	97,910	104,413	89,707	96,183	89,902	97,292	105,442	113,966	97,645	102,754	83,952	91,273	80,754	87,140
	20-23																
	Principal	87,017	94,808	85,166	92,910	84,885	92,712										
	Asst.	109,935	118,083	99,422	106,393	91,243	97,941	91,386	100,348	107,490	118,421	98,473	105,500	84,885	92,712	81,992	88,319
	24-26																
	Principal	87,658	95,419	85,807	93,552	85,579	93,414										
	Asst.	110,576	119,889	100,063	108,992	91,883	98,582	92,027	100,989	108,130	119,889	99,114	106,221	85,579	93,414	83,152	89,537
	27+																
	Principal	87,915	96,089	86,448	94,192	86,274	94,109										
	Asst.	111,217	121,812	100,705	107,633	92,525	99,224	92,668	101,629	108,772	121,812	99,754	106,853	86,274	94,109	84,151	90,735

Salaries are rounded to the nearest dollar for presentation purposes.

Elementary School and Career Academy...Add \$2,136 for Principal if enrollment is greater than 400  
Add \$4,047 for earned Doctorate Degree

If an employee is hired at a different number of contract days than specified for the positions listed above, the salary will be calculated using a daily rate of pay.

High School Assistant Principal - Contract 222 days, Experience Level 14-16  
\$ 91,799 / 240 days = \$ 382.50 per day x 222 days = \$ 84,915.00

Muscle Shoals City Schools  
2020 - 2021 School Administrator Salary Schedule  
240 Contract Days

Exp	MSCA Principal/Associate Director of Career and Technical Education		Director Federal Programs and Career and Technical Education	
	Degree		Degree	
	Class A	AA	Class A	AA
0-2				
3-4	79,240	84,284	79,240	85,724
5-7	81,400	86,732	81,400	88,029
8-10	84,428	89,902	84,571	91,198
11-13	85,724	91,920	85,868	92,928
14-16	87,598	94,555	87,740	94,816
17-19	89,757	96,183	89,902	97,292
20-23	91,243	97,941	91,386	100,348
24-26	91,883	98,582	92,027	100,989
27+	92,525	99,224	92,668	101,629

Salaries are rounded to the nearest dollar for

MSCA Principal/Associate Director...Add \$2,136 for  
Principal if enrollment is greater than 400  
Add \$4,047 for earned Doctorate Degree