

**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 September 13, 2021, at approximately 6:08 p.m. The meeting followed a work session held at 5:30 p.m. The secretary called the roll with the following results:

Present: Clayton Wood
Celia Rudolph
Marilyn Davis
Jamie Stoddard

Absent: Sonya Allman

Also 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 present included Sheneta Smith, Wes Pounders, Jason Simmons, Britney Schneider, and Kevin Davis. Also present were Director Dennis Conner, and Supervisors Blake Stone and Richard Templeton.

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

A motion to approve the September 13, 2021, agenda was made by Dr. Rudolph and seconded by Dr. Davis. No discussion followed and the motion was subsequently approved with four yes votes.

Superintendent Holden stated he did not have any correspondence to share.

Superintendent Holden recognized Principal Wes Pounders who provided a video presentation highlighting achievements from Highland Park Elementary School.

President Wood 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 – August 30, 2021 (Regular Meeting)*
2. *Bills & Accounts for August*
3. *August Financial Report (August bank statements have been reconciled)*
4. *Declaration of Surplus Items*
5. *Custodial Service Bid #2021-01*
6. *Addition of Behavior Technician Supplemental Position*
7. *Extension of COVID-related leave*
8. *Contract Provider for Student Services*
9. *FY-2022 Capital Plan*

A motion to approve the superintendent's recommendation was made by Dr. Davis and seconded by Dr. Stoddard. No discussion followed and the superintendent's recommendation was approved with four yes votes.

For the benefit of the audience, the Consent agenda was read by Superintendent Holden.

B. Consideration of Extension of COVID-19 Mitigation Plan

Superintendent Holden recommended approval of an extension to the COVID-19 Mitigation Plan ending on October 1, 2021. A motion to approve the superintendent's recommendation was made by Dr. Stoddard and seconded by Dr. Rudolph. No discussion followed and the superintendent's recommendation was approved by three yes votes. Dr. Stoddard cast a no vote.

C. Personnel Report

Superintendent Holden recommended approval of the Personnel Report. A motion to approve the superintendent's recommendation was made by Dr. Rudolph and seconded by Dr. Davis. No discussion followed and the superintendent's recommendation was approved by four yes votes.

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. Budget Hearing #2 (FY2022 Budget)

A. Chief School Financial Officer, Sherry Langley, distributed revised budget inserts for Part 1 (previously distributed to board members). Mrs. Langley reviewed reference pages of the budget packet and stated the budget was due at the State Department of Education on September 15. She stated salaries and benefits consume about 87% of the budget. A reserve fund balance of 2.21 months is projected (a one month balance is required by law). It had been requested that any questions on the budget be submitted on the Response to Review Form. No questions have been received thus far.

B. Dr. Holden asked if there were any questions regarding the budget from board members or the public. There being none, Superintendent Holden recommended approval of the FY2022 Operating Budget. A motion to approve the superintendent’s recommendation was made by Dr. Davis and seconded by Dr. Stoddard. No discussion followed and the superintendent’s recommendation was approved by four yes votes.

III. Superintendent’s Report/Announcements

- Friday is Constitution Day and all Muscle Shoals schools will be offering enrichment activities for students to learn more about the U.S. Constitution. Dr. Holden stated as an old history teacher, that’s “right up my alley” and he looks forward to seeing what all the students have the chance to see and hear.
- Board members were reminded about the AASB District meeting on Tuesday night. It starts at 6:00 p.m. and will be virtual due to COVID restrictions. Board members will participate in the meeting from the comfort of their own homes.
- On Wednesday, Dr. Holden stated he would be joining other local superintendents for breakfast to welcome the new interim president of Northwest Shoals Community College, Dr. Chris Cox. Ways to improve the school system’s relationship and offer more opportunities to students will be discussed.
- Dr. Holden publicly thanked the local Muscle Shoals Publix Grocery Store. The store managers dropped by the Central Office on Thursday of last week and presented him with a check for \$9,920 for Muscle Shoals City Schools. The money was raised through a customer giving campaign, and the local Muscle Shoals Publix customers responded really well. The funds will be put to good use and invested into the classrooms.

IV. Adjournment

Mr. Wood asked if there was any other business to be addressed or any comments from the Board. There being no remarks, Mr. Wood declared the meeting adjourned at 6:29 p.m.

Minutes approved:

Attest:

Chad Holden

SEAL

Personnel Report

I. Reassignment

1. Todd Meckes

From Systemwide Technology Specialist (240 days) to Chief Technology Officer (240 Days), Effective October 1, 2021

II. Employment

1. Michelle Poss Davis

Secretary/Bookkeeper at McBride Elementary School. Ms. Davis worked previously in this position for Sheffield City Schools. Regular 222 day assignment, effective October 1, 2021.

III. Other/Special Appointments or Supplemental Assignment

1. Adjustment of effective dates

Alicia Whitehead – resignation now effective September 10, 2021

Darby Lindsay – start Date now effective September 13, 2021

2. John McClanahan

Stipend for District Safety Coordinator (\$3,750.00), temporary assignment October 1, 2021 through June 30, 2022

3. 20 individuals to serve as tutors during the 2021-22 school year, as needed. Certified personnel will be paid \$30 per hour. *Non-certified individuals will be paid \$15 per hour. To be paid from ESSER III State Reserves designated for tutoring.

Allison Weaver	Holli Wade	Chris Porter
Julie Achord	Stacey Aday	*Kenzie Fowler
Stephanie Ellis	Jordan Crow	*Graham West
Angelia Ferguson	Tonia Morris	*Joe Don Anderson
Catherine Coker	Nancy Winkle	*Hailey Tomlinson
Catherine O'Steen	Candi Hester	*Tyler Jumper
Rita Malone	Mary Frances Rye	
Rachel Hunter	Karen Posey	

4. Dustin Phillips

Saturday School Staffing for 2021-2022 school year, \$25.00/hour, schedule TBD, to be paid from General Fund

5. Tutoring for PSAT during the month of October 2021, to be paid from funds collected from participating students, (students pay \$10.00 per session or \$25.00 for 3 sessions)

Tamra Counts

Holli Wade

6. Lauryn Mills

Cheer Instructor, MSHS, unpaid/volunteer