

**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 December 15, 2022, at approximately 5:55 p.m. The meeting followed a work session held at 5:30 p.m. The secretary called the roll with the following results:

Present: Celia Rudolph

Marilyn Davis

Sonya Allman

Cory King

Clayton Wood

Absent: None

Also present were Chad Holden, Superintendent and ex-officio Secretary to the Board and custodian of its minutes and records, and Kelli Nichols, Assistant Superintendent. Administrators present included Wes Pounders, Britney Schneider, Diana Ritter, and Kevin Davis. Also present were Supervisors Todd Meckes and Richard Templeton. Muscle Shoals Education Association representatives Chris Porter and Christina Porter were also in attendance.

Board President, Dr. Celia Rudolph, declared a quorum present and the meeting duly and legally constituted and open for the transaction of business.

A motion to approve the December 15, 2022, agenda was made by Dr. Davis and seconded by Mrs. Allman. No discussion followed and the motion was subsequently approved with five yes votes.

Dr. Rudolph asked Dr. Holden if any correspondence had been received that he would like to share with the Board. Superintendent Holden stated he did not have correspondence to share.

Dr. Rudolph 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 – November 17, 2022 (Regular Meeting)*
2. *Bills & Accounts for November*
3. *November Financial Report (November bank statements have been reconciled)*
4. *2023-2024 Muscle Shoals High School Course Description Guide*
5. *2023-2024 School Calendar*
6. *2023-2024 Holiday Schedule*

A motion to approve the superintendent's recommendation was made by Mrs. Allman and seconded by Mr. Wood. No discussion followed and the superintendent's recommendation was approved by five yes votes. The calendars are shown at the end of these minutes.

B. Dr. Holden recommended consideration of an addition to Board Policy 6.1, *Admissions and Attendance*. The new section 6.1.6 entitled, *Students Charged with Serious Crime*, was tabled at the meeting in November. Dr. Rudolph asked for a motion to remove the policy from the table which was made by Mr. Wood and seconded by Mr. King. The motion to remove the policy from the table for consideration was approved by five yes votes. The approval of the addition of the section 6.1.6, *Students Charged with Serious Crime*, to Board Policy 6.1 was subsequently approved by unanimous vote.

C. Personnel Report

Superintendent Holden recommended approval of the Personnel Report. A motion to approve the superintendent's recommendation was made by Mrs. Allman and seconded by Dr. Davis. No discussion followed and the superintendent's recommendation was approved by five 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. Superintendent's Report/Academic Update/Announcements**

- Congratulations were given to the following teachers who either renewed their National Board Certification or recently achieved this distinction for the first time:

### **New National Board Certified Teachers**

Gina Carr, Early Learning Center Pre-K  
Julie Achord, Highland Park Elementary  
Andrea Young, McBride Elementary

### **Renewed National Board Certified Teacher**

Kristin Grider

- Kayla Passarella and Anna Grinnell were named the elementary and secondary Muscle Shoals Teachers of the Year, respectively.
- Catherine O'Steen and the gifted education program is receiving another state grant in the amount of \$20,000!
- Sarah Whiteside was selected as the McBride spelling bee winner.
- The high school football team had an impressive season finishing 11-2 overall and making it to the semi-finals.

- Two high school football players, Bentley Basden and J'yheam Ingram, played in the Alabama-Mississippi All Star Game, and Head Coach Scott Basden was a position coach, and Isaac Rue, offensive lineman, was selected to play in the AHSAA North-South All Star Game.
- Five students received show choir, and theatre awards: Elijah Elmore and Leah Strickland (All State), and Sara Beth Davis, Lilly Goodwin, Leah Strickland, and Mary Graham (State Trumbauer).
- Eleven band students were selected for University of Alabama Honor Band: Chandler Myhan, Andrew Hubbert, Anna Grace Yarber, Addison Yarber, Karly Geijer, Lindsey Conner, Ella Rupe, Aiden Foster, Caden Jones, Faith Sydorick, Amber Willis.
- MSHS has announced its nominees for the Bryant Jordan Awards: Bryant Basden (Achievement) and Trey Stoddard (Scholar Athlete).
- Vacha Patel is the Muscle Shoals High School DAR Good Citizen.
- Brady Bolding made a perfect score (36) on his ACT.
- Staff and counselors were commended for their generosity and kindness in making sure underprivileged students had food and even gifts before dismissing for the Christmas holidays.
- Muscle Shoals City Schools will close at 1:00 p.m. on December 16 and reopen to students on Wednesday, January 4. Teachers will report on January 3 for a work day.

**Adjournment**

Dr. Rudolph asked if there was any other business to be addressed or any comments from the Board. There being no remarks, Dr. Rudolph declared the meeting adjourned at 6:07 p.m.

Minutes approved:

Attest:

Chad Holden

SEAL

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12/15/22

***Personnel Report***

***I.    Resignation/Retirement***

1.   **Marshall Deavers**

Teacher/Coach (HGPS/MSHS), effective 12-31-2022
2.   **Lance Uhlman**

Maintenance/HVAC, effective 11-29-2022

***II.   Reassignment/Transfer***

1.   **Amanda (Mandy) Hollaway**

From Child Nutrition Program Assistant (system-wide, assigned to Webster Elementary), change of assignment days from 182 to 184, effective 01-04-2023
2.   **Laura Opsteen**

From Child Nutrition Program Interim Manager, system-wide, assigned to Howell Graves Preschool, to Manager at Howell Graves Preschool, change of assignment days from 182 to 187, effective 01-04-2023. (Prorated manager supplement assigned 11-17-2022)

**Personnel Report (Continued)**

- 3. Jenifer McGaffee**  
From Child Nutrition Program Assistant, system-wide, assigned to MES/MSMS, to Child Nutrition Program Assistant, system-wide, assigned to Webster Elementary, change of assignment days from 184 to 182, effective 01-04-2023
- 4. Lori Ann Baggett**  
From Child Nutrition Program Assistant, system-wide, assigned to MES/MSMS, to Child Nutrition Program Assistant at Howell Graves Preschool, change of assignment days from 184 to 182, effective 01-04-2023

**III. Employment**

- 1. Hannah Green**  
CNP Assistant (system-wide assigned to MES/MSMS) (MSMS, 184 day regular assignment), Ms. Green has previous restaurant/food service experience, effective 01-04-2023
- 2. Richard Hale**  
Maintenance/HVAC (system-wide, 260 regular day regular assignment). Mr. Hale has approximately 30 years of general maintenance and HVAC experience. Effective 01-03-2023
- 3. Emma James**  
Teacher (physical education) (MSMS, 187 day regular assignment), will complete Bachelor’s Degree from the University of North Alabama in December 2022 and interned at MSMS this semester, effective 01-03-2023 pending certification issuance
- 4. Isabella Nicole Thompson**  
Teacher (elementary) (MES, 187 day regular assignment), will complete Bachelor’s Degree from the University of North Alabama in December 2022 and interned at MES this semester, effective 01-03-2023 pending certification issuance
- 5. Ashley Waldrep**  
CNP Assistant (system-wide assigned to MES/MSMS) (184 day regular assignment), Ms. Waldrep has subbed for our CNP program since August 2022, effective 01-04-2023

**IV. Other/Part-time/Special Appointments/Supplemental Assignments**

- 1. Daniel Seay**  
\$1,000.00 supplement for additional band directing duties performed during Mrs. Hood’s maternity leave. To be paid in January.
- 2. Melanie Hester**  
\$1,200.00 additional supplement for work with JV cheer group. To be paid from cheer account, \$625.00 in December and \$625.00 in April.
- 3. Carley Malone**  
Resignation of Middle School Head Softball Coach duties effective immediately.
- 4. Emma James**  
Assignment of Middle School Head Softball Coach duties for 2023 season; \$1,000.00 supplement
- 5. Livingston Long**  
\$1,000.00 supplement for assistance with 2022 middle School football. To be paid from football account
- 6. Stipend for administration of ACT test (MSCS students only), December 10, 2022:**
  - Kendrick Burns, (Site Coordinator), \$178.00
  - Jordan Crow, (Room Supervisor), \$138.00
- 7. Tennis Coaching Supplements for 2023 Tennis Season:**
  - Carlie Smith, \$250.00; JV Assistant Coach
  - Morgan Bishop, \$500.00; Assistant Coach
  - Jackson Hall, \$1,000.00; Assistant Coach

**Information Only - Not for board action:**

**Leave Request**

- LaVera Bates** (Child Nutrition Program Assistant) has requested (maternity) leave from January 4 until approximately February 15, 2023; flexible with medical needs
- Kathy Eldridge** (teacher/MSHS) has requested (intermittent FMLA) leave between December 2022 and May 2023, flexible with medical needs
- Renita Abernathy** – requests extension of current medical leave until further notice

**Kelly Services Staffing Update**

- Tina Berryhill** – Filling paraprofessional position at HGPS
- Miranda Hammond** – Covering library/media aide leave at MES



**MUSCLE SHOALS CITY SCHOOLS**  
**2023-2024**  
**SCHOOL CALENDAR (180 days)**

New Teacher Orientation.....	Thursday, July 27, 2023
Institute Day.....	Monday, July 31, 2023
Teacher Work Days/Professional Development .....	Tuesday - Wednesday, August 1-2, 2023
Students Report for Class.....	Thursday, August 3, 2023
Labor Day Holiday .....	Monday, September 4, 2023
Instructional/Early Dismissal .....	Wednesday, October 11, 2023
Fall Break .....	Monday, October 16, 2023
Fall Break/Staff Professional Development Flex Day.....	Tuesday, October 17, 2023
Veterans' Day Holiday .....	Friday, November 10, 2023
Thanksgiving Holidays .....	Monday through Friday, November 20-24, 2023
Last School Day before Christmas Holidays .....	(*early release) Friday, December 15, 2023
<b>End of First Semester .....</b>	<b>Friday, December 15, 2023</b>
Staff Work Day.....	Tuesday, January 2, 2024
Students Return to School.....	Wednesday, January 3, 2024
Martin Luther King, Jr. Holiday .....	Monday, January 15, 2024
Presidents' Day.....	Monday, February 19, 2024
Students Out/Staff Professional Development Flex Day.....	Tuesday, February 20, 2024
Instructional/Early Dismissal .....	Wednesday, March 13, 2024
Spring Break .....	Monday through Friday, March 25-29, 2024
Weather Makeup Day/No School .....	Friday, April 26, 2024
<b>End of School Term for Students .....</b>	<b>(*early release) Wednesday, May 22, 2024</b>
Graduation.....	Thursday, May 23, 2024
Teacher Work Day/End of Teacher Contract.....	Thursday, May 23, 2024
Memorial Day Holiday .....	Monday, May 27, 2024

	<u>First Semester</u>	<u>Second Semester</u>	
Students	88	92	= 180
Teachers	92	95	= 187

\*Early release times HGPS (12:30), HPES and WES (12:40), MES (12:50), MSMS, MSHS, and MSCA will follow exam schedule

**MUSCLE SHOALS CITY SCHOOLS**  
**2023-2024 HOLIDAY SCHEDULE**

The long workday schedule begins Monday, June 5, 2023. The Monday through Thursday work week begins June 5 and runs through the week of July 24. Friday, July 28, 2023, will be the last Friday off. New teacher orientation is Thursday, July 27, 2023.

**I. Maintenance and Custodial Employees:**

**2023**

- A. July 4.....Independence Day (1)
- B. September 4.....Labor Day (1)
- C. November 10.....Veterans Day (1)
- D. November 22-24.....Thanksgiving (3)
- E. December 22-29.....Christmas (5)

**2024**

- F. January 1.....New Year's Holiday (1)
- G. January 15.....Martin Luther King (1)
- H. February 19.....Presidents' Day (1)
- I. May 27.....Memorial Day (1)
- J. June 19.....Juneteenth (1) (16)

**II. Office and School Employees:**

**2023**

- A. July 4.....Independence Day (1)
- B. September 4.....Labor Day (1)
- C. October 16.....Fall Break (1)
- D. November 10.....Veterans Day (1)
- E. November 20-24.....Thanksgiving (5)
- F. December 18-December 29.....Christmas/New Years (10)

**2024**

- G. January 1.....New Year's Holiday (1)
- H. January 15.....Martin Luther King (1)
- I. February 19.....Presidents' Day (1)
- J. March 25-29.....Spring Break (5)
- K. April 26.....Weather Make Up Day (1)
- L. May 27.....Memorial Day (1)
- M. June 19.....Juneteenth (1) (30)