

**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 annual meeting in the office of the City Superintendent of Education of the City of Muscle Shoals, Alabama, which is the customary place of holding the meetings of said Board on May 22, 2023, at approximately 5:57 p.m. The meeting followed a work session held in the same location 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, Kelli Nichols, Assistant Superintendent, and Chief School Financial Officer, Sherry Langley. Administrators present included Sheneta Smith, Wes Pounders, Jason Simmons, Britney Schneider, Diana Ritter, Kevin Davis, and Jonathan Bailey. Supervisors Dennis Conner, Todd Meckes, and Richard Templeton were present. Muscle Shoals Education Association representative, Chris Porter, was also in attendance.

Board President, Dr. Celia Rudolph, called the meeting to order and conducted the pledge of allegiance. Mrs. Woolfolk, Administrative Assistant, conducted a Board member roll call vote after which President Rudolph declared a quorum present and the meeting duly and legally constituted and open for the transaction of business.

A motion to approve the May 22, 2023, 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 mentioned a note of appreciation received from a previous employee who had received exemplary treatment at Muscle Shoals Middle School.

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 – April 24, 2023 (Regular Meeting)*
2. *Minutes – April 27, 2023 (Special Meeting)*
3. *Bills & Accounts for April*
4. *April Financial Report (April bank statements have been reconciled)*
5. *Budget Amendment #1*
6. *Declaration of Surplus Item*
7. *Revised 2023-2024 Code of Conduct*
8. *Reinstatement of 4-H Club at MSMS and \$500 Annual Stipend for Sponsor*
9. *Establishment of Art Club at MSMS and \$500 Annual Stipend for Sponsor*
10. *HVAC Bids (accepting MSMS, rejecting HPES, MES)*
11. *Establishment of Board Meeting Schedule (for June 2023 through May 2024)*
12. *Muscle Shoals Middle School annual Washington D.C. field trip (October 21-27, 2023)*
13. *Muscle Shoals High School (MSPA) Disney World Choral Workshop and Performance (March 23-28, 2024)*

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.

B. Board Policy Consideration

In April, Superintendent Holden recommended the revision of Board Policy 5.10.5, ***Employee Personal Leave***. The policy was tabled to allow time for additional consideration and to confer with stakeholder groups. After receiving either quality response or no response on the tabled policy, Dr. Holden recommended Board Policy 5.10.5 be removed from the table for Board approval. A motion to remove the policy from the table was not received; therefore, Board Policy 5.10.5, ***Employee Personal Leave***, will remain tabled for further consideration.

C. Personnel Report

Superintendent Holden recommended approval of the Personnel Report. A motion to approve the superintendent's recommendation was made by Mr. King and seconded by Mr. Wood. 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.

D. Election of Board Officers for 2023-2024

Dr. Rudolph stated May was the month in which a Board President and Vice President are elected to serve for the upcoming year. Dr. Rudolph opened the floor for

nominations for Board President and Vice President. Mr. Wood nominated Dr. Davis for President and Mrs. Allman for Vice President. Dr. Rudolph asked if there were any other nominations. Hearing none, Dr. Rudolph asked for a motion to close nominations. A motion was made by Mr. King and seconded by Mr. Wood. The motion to close nominations was subsequently approved by five yes votes. Dr. Rudolph recommended that Dr. Davis and Mrs. Allman be elected to serve as President and Vice President, respectively, for the 2023-2024 school year. No discussion followed and the recommendation was approved by five yes votes. The new officers will assume their role at the regular meeting in June.

II. Superintendent’s Report/Academic Update/Announcements

- Muscle Shoals High School Co-Op Program report from teacher Tiffany Stonecipher: During the 2022-2023 school year, students contributed to the Shoals economy by \$2,863,820.00 with 37,744 work hours.
- Upcoming Dates of Interest

Wednesday, May 24, 2:00 p.m.
Retirement Tea @ Muscle Shoals Career Academy Multipurpose Room

HONOREES
Mamie Clark
Cheryl Lockhart
Deanna McBrayer
Bill McNally
Lee Nesbitt, SRO
Melanie Shockley
Jon Thompson
Mallory Willis

Each individual will be presented with a resolution honoring their service. The resolutions will be entered into the minutes of this meeting.

- **Thursday, May 25, 7:30 p.m.**
Graduation, James F. Moore Stadium

III. Executive Session

Dr. Rudolph stated the Board would need to convene in executive session and asked for a motion. A motion was made by Mr. Wood that the Board convene in executive session to discuss the purchase, exchange, lease or value of real property. A second to the motion was given by Dr. Davis. No discussion followed and the motion to convene in executive session was approved by five yes votes. President Rudolph stated the Board, along with Superintendent Holden and CSFO Langley, would convene in executive session in the conference room in the office of the superintendent. Dr. Rudolph stated the session was expected to last approximately 30 minutes. If the session was going to last longer, the audience would be informed. Dr. Rudolph announced guests are welcome to stay;

however, there would not be any further business action items after the executive session. The Board will reconvene only to move back into regular session and then adjourn. The Board moved into executive session at 6:15 p.m. and returned to the Central Office auditorium at 6:52 p.m. Dr. Rudolph asked for a motion to reconvene in regular meeting session. A motion was made by Mr. King and seconded by Mrs. Allman. No discussion followed and the recommendation was approved by five yes votes.

Adjournment

After reconvening in regular session, Dr. Rudolph asked if there was any other business to be addressed or any comments from the Board. There being no further remarks, President Rudolph declared the meeting adjourned at 6:54 p.m.

Minutes approved:

Attest:

Chad Holden

SEAL

Personnel Report***I. Resignation/Retirement***

1. **Kaylee Akers** (aide assigned to EL), resignation effective May 25, 2023
2. **Rachel Hunter** – Teacher (Elementary) – MES, effective May 25, 2023
3. **Zachary O’Bryant** – Teacher (Assistant Band Director) – MSHS, resignation effective May 26, 2023
4. **Elizabeth Pierce** – Teacher (Social Science) – MSMS, effective May 25, 2023
5. **Alanna Thomas** – Teacher (Kindergarten) – HGPS, effective May 25, 2023

II. Termination

1. **Ken Martin**– Custodian (assigned to MSMS) – Systemwide, effective 15 days from board action date

III. Transfer/Reassignment

1. **Mary Fowler**
From MES teacher (third grade) (187 days) to MES teacher (Local Reading Specialist) (187 days) effective for 2023-2024
2. **Dustin Davis**
From MSHS assistant principal (222 days) to MSHS assistant principal (240 days) effective July 1, 2023
3. **Bryon Green**
From MSMS assistant principal (222 days) to MSMS assistant principal (240 days) effective July 1, 2023
4. **Daisy Lambert**
From split CNP/Custodial assignment to System-wide CNP assistant assigned to Howell Graves Preschool (182 days), effective retroactive to January 04, 2023. She will continue on the CNP salary matrix
5. **Tim Underwood**
From MES teacher (elementary) to system-wide teacher (Elementary ISS/homebound), no change in assignment days or pay. Effective July 31, 2023

IV. Employment

1. **Danielle Evans**
System-wide Nurse (assigned to McBride Elementary School). Ms. Evans worked previously for MSCS as a substitute nurse and as a school nurse through Kelly Services. 187 day assignment, effective July 31, 2023
2. **Susan Itzel Garcia**
System-wide Aide (assigned to EL). Ms. Garcia worked previously for MSCS in an aide/paraprofessional position through Kelly Services. 187 day assignment, effective July 31, 2023
3. **Genesis McWhorter**
System-wide custodian assigned to Muscle Shoals Middle School, 260 Day assignment, effective June 1, 2023
4. **Hailey Witt**
Teacher at McBride Elementary. Ms. Witt earned her Bachelor’s degree from Athens State University and completed two internship placements at McBride Elementary this school year. 187 day assignment, effective July 31, 2023

V. Other/Part-time/Special Appointments/Supplemental Assignments/Nurse Substitutes

1. **Contract Principal Renewals**
 - Wes Pounders
 - Dianna Ritter
 - Kevin Davis
2. **Ruth Ann Jochum**
Part-time, temporary counselor at McBride Elementary covering leave, three days per week retroactive to April 13 (through May 25, 2023), \$28.00/hour
3. **Roxana Ricks**
Part-time systemwide aide (EL), hourly calculated rate, no benefits. Ms. Ricks has previous experience working with EL populations and worked in a similar capacity in Lauderdale County Schools, effective 08-03-2023

Personnel Report Continued

4. **Band Camp Instructors at Muscle Shoals Middle School:** (3 positions), temporary July 10-13, 2023, to be paid from Band funds
 - Paige McCombs, \$200.00
 - David Wiseman, \$200.00
 - Brian Jay, \$200.00
5. **Band Camp and Specialty Band Instructors at Muscle Shoals High School:** (6 positions), temporary dates as noted
 - Conner Baggette, July 2023 @ \$1,000.00 total, to be paid from Band Booster funds
 - Maggie Keller, July 2023 @ \$1,000.00 total and 2023-2024 @ \$20.00/hour, to be paid from Band funds
 - Brett Stafford, July 2023 @ \$1,000.00 total, to be paid from Band Booster funds
 - Jacqueline Goodwin, June 2023 through May 2024, \$20.00/hour, to be paid from Band funds
 - Kristin Michelle Bobo, June 2023 through May 2024, \$20.00/hour, to be paid from Band or Band Booster funds
 - Griffin Hood, July 2023 through May 2024, \$20.00/hour, to be paid from Band funds
6. **2023 Summer School Staffing, Muscle Shoals Middle School:** (ARPA State Reserve Funds)
 - Bryon Green, administrator, week of June 26-30 (5 off contract days), calculated pay rate
 - Leigh Waters, teacher, June 6-29 (16 days), calculated hourly rate
7. **2023 Summer School Staffing, Muscle Shoals High School:** (ARPA State Reserve Funds)
 - Dustin Davis, administrator, week of June 26-30 (5 off contract days), calculated pay rate
8. **SpEd 2023 ESY/Summer Services:** (5 positions) calculated hourly rate for up to 15 days of summer instruction, schedule assignments TBD)
 - Conda Rikard, aide ESY 2023
 - Caroline Lindsey, Speech services ESY 2023
 - Amy Reeves, teacher, summer services 2023
 - Brandon Alldredge, teacher, ESY 2023
 - Laiken Mann, teacher summer services 2023
9. **Summer Enrichment Camp 2023 at Muscle Shoals Middle School:** (5 positions) calculated hourly rate for dates noted (serving students 4th-8th grade)
 - Peter Wilder, June 5-8, 8 hours
 - Daniel Seay, June 5-8, 8 hours
 - Samantha Frederick, June 5-8, 8 hours
 - Hannah Vincent, June 12-15, 16 hours
 - Anna Grinnell, June 19-22, 8 hours
10. **Correction to previous personnel action**

Rae Phifer, \$285.00, in addition to previously paid amount due to an error in the amount originally submitted. To be paid from Boys and Girls Basketball account
11. **Denise Woods**

Director of Muscle Shoals Early Learning Center (Pre-K) effective July 1, 2023, temporary, part-time, schedule TBD, compensation not to exceed \$29,000.00 annually
12. **Lisa Myrick**

Part-time, contract, teacher of Spanish at Muscle Shoals High School for 2023-2024 school year. Not to exceed \$37,000.00. She is a retired, certified teacher
13. **Staffing for MSHS Youth Basketball Camp** fundraiser July 17-20, 2023. (6 coaches) To be paid from camp proceeds and not to exceed \$300.00 per coach
 - Neal Barker
 - Chad Willis
 - Colton Knox
 - Drew Smith
 - Kevin Howell
 - Marcus Hill

Personnel Report Continued

14. Catherine O'Steen

Gifted Education referrals for SpEd Department; up to 5 days effective between May 26 and July 30, 2023, to be paid based on calculated daily rate, to be paid from Gifted Education funds

15. Additions to **2023 District Summer Literacy and Math Camp** staff (hosted at McBride Elementary June 20-June30, 2023 (to be paid from ESSER III funds)

- Jill Conner 2nd grade ELA instructor; calculated daily rate for 9 days
- Jill Conner; \$300.00 planning stipend
- Rose Michael, SpEd Coordinator, \$31.00/hour, not to exceed 70 hours
- Maria Juarez, EL Coordinator, \$31.00/hour, not to exceed 21 hours
- Brittany King, Cafeteria/Aide, \$20.00/hour, for 9 days at 3 hours per day
- Correction from April Board Meeting: Dana Wallace – K (retired) teacher (\$47.49 an hour, not to exceed 70 hours, to include a \$300.00 planning stipend)

16. **Community Education/Summer Camp Program (6 additional staff)**(Camp dates are June 5 through July 14, 2023, with training in May), temporary, part time, no benefits; to be paid specified rates from account 5330 and/or 6921

- Kerry Owen, Nurse, \$25.00/hour
- Jada Padron, Lead Counselor, \$15.00/hour
- Mary Emma Box, Lead Counselor, \$15.00/hour
- Virginia (Vicki) Aguirre, Program Director, \$20.00/hour
- Khamani Goodloe, Student Aide, \$9.00/hour
- Lilly Goodwin, Student Aide, \$9.00/hour
- Jacqueline Goodwin, Student Aide, \$9.00/hour

17. **Nine (9) Stipends paid to AP teachers**

Tutoring stipend for up to 18 total hours each for tutoring instruction of 2023-2024 AP students; to be paid from local funds; \$300/day or regular daily rate if higher.

- **Tamra Counts** (AP Calculus)
- **Lori Roberts** (AP Biology)
- **Jordan Crow** (AP Literature)
- **Zack Mize** (AP History)
- **Holli Wade** (AP Language)
- **Leella Holt** (AP Chemistry)
- **Troy Rogers** (AP History)
- **Troy Rogers** (AP Government)
- **Tiffany Stonecipher** (AP Computer Science)

18. **Nurses, as needed Summer 2023, to be paid calculated hourly rate**

- Traci Willis
- Jeannie Isbell
- Danielle Evans
- Kelley Word
- Sydney Kennedy

19. **Groundskeepers, part-time/temporary, \$15.00/hourly, schedule TBD/as needed, not to exceed 29 hours per week. (extension of current arrangement through 2023-2024 school year)**

- David Isbell
- Anthony Olivis
- David Waters

20. **Addition to Nurse Substitute List**

- Somer Nichols (RN)

Information Only - Not for board action:

Leave Request(s)

- **Doris Carter** (system-wide custodian assigned to MSMS) requested extension of her current medical leave until July 1.

Kelly Services Staffing

- Cassie Dean, teacher, SpEd summer services 2023, calculated hourly rate for up to 15 hours of summer instruction, schedule TBD)
- Nataleigh Springer, para/aide, SpEd summer services 2023, calculated hourly rate for up to 12 days, schedule assignments TBD)
- **Full Staffing for 2023-2024 TBD**







