

**Meeting Minutes**

Printed : 7/2/2020 1:13 PM CST

Regular Meeting**06/02/2020 05:00 PM**

Gadsden City Board of Education

Teleconference

Google Hangouts - COVID-19

Attendees**Voting Members**

Rev. Z. Andre' Huff, President - District 3

Mrs. Nancy Stewart, Vice President - District 6

Hon. Allen Millican, Board Member - District 7

Dr. Nathan Carter, Board Member - District 2

Mr. Mark Dayton, Board Member - District 5

Mr. Mike Haney, Board Member - District 4

Ms. Adrienne Reed, Board Member - District 1

Non-Voting Members

Mr. Tony Reddick, Superintendent

Mrs. Christie Knowles, Board Attorney

Nancy Foster, Superintendent Administrative Assistant

A. Call to Order, Opening Prayer, Pledge of Allegiance

President Z. Andre' Huff called the meeting to order and led with prayer and the Pledge of Allegiance.

B. Reports**1. Auditors Report**

Mr. Scott Lee of Richard, Harris, Ingram and Bozeman, P.C., Certified Public Accounts, gave the auditor's report for the year ended September 30, 2019. The auditors have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Gadsden City Board of Education. The financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Gadsden City Board of Education. The auditors issued an unqualified opinion, which means that the school system received a "clean" or favorable report.

However, the following significant deficiencies were identified and recorded in the report.

I. An improper separation of duties exists in the accounting functions at the local schools. This condition is caused by inadequate staffing available to permit proper separation of all accounting functions at the school level. We recommend duties be separated wherever possible. Management plans to hire or include additional personnel in the financial management and accounting functions where possible when funds are available to do so. This significant deficiency generated no questioned costs and is not related to any federal programs.

Accurate and complete financial statements were not prepared, including lack of adequate identification of federal awards received as required by section 200.302 of the Uniform

Guidance. This material weakness was caused by the absence of controls in providing adequate training specific to school board financial management. This weakness resulted in accounting records that did not present an accurate and complete recording of transactions for financial reporting purposes. We recommend the Board implement a process for training Board finance and accounting personnel in federal and state requirements for school Board accounting and management. Accounting and finance personnel are currently participating in training to address this weakness. This material weakness impacted the Child Nutrition Cluster (CFDA 10.553, 10.555) and the Child and Adult Care Food Program (CFDA 10.558) but generated no questioned costs.

II. Procedures to ensure correct counting of meals served at various site locations for summer feeding were not followed. This significant deficiency resulted in underreporting total meals served at various sites. We recommend procedures be put in place to ensure accurate reporting of meals served. The Board plans to implement a review process to ensure meals served during summer feeding are correctly reported. This significant deficiency generated no questioned costs.

III. Accurate and complete financial statements were not prepared, including lack of adequate identification of federal awards received as required by section 200.302 of the Uniform Guidance. This material weakness was caused by the absence of controls in providing adequate training specific to school board financial management. This weakness resulted in accounting records that did not present an accurate and complete recording of transactions for financial reporting purposes. We recommend the Board implement a process for training Board finance and accounting personnel in federal and state requirements for school Board accounting and management. Accounting and finance personnel are currently participating in training to address this weakness. This material weakness generated no questioned costs.

2. COVID-19 Update

Mr. Reddick reported on the status of the school system during COVID-19. The state has allowed the systems schools and campuses to open as of June 1, 2020 for 7th grade and above while following social distancing guidelines. This will allow for some of the summer programs to begin. Schools and programs designed for ages under 12 years of age, are not slated to open until July 7, 2020. Virtual learning will be implemented for the 12 and under summer programs.

The State Department of Education is scheduled to release a road map for reopening on June 19, 2020. Gadsden City Schools are planning to adhere to the school calendar that was approved on 12/3/19 and begin classes as scheduled at this time.

Gadsden City Schools Maintenance Department has ordered supplies to sanitize the schools to ensure the safety of our students when school is open.

C. Board Action

1. Approval of Minutes of the regular meeting held on May 5, 2020

The minutes of the regular meeting held virtually on May 5, 2020, were presented to the Board for approval.

Motion made by: Hon. Allen Millican

Motion seconded by: Mrs. Nancy Stewart

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

2. Surplus Property

Superintendent recommended the board approve the designated inventory listed from Gadsden Middle and Litchfield Middle Schools as surplus inventory.

Motion made by: Dr. Nathan Carter

Motion seconded by: Mrs. Nancy Stewart

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

3. Personnel Actions

a. Part A

Superintendent Reddick recommended the following personnel actions to be approved as Part A:

Retiring:

Joyce Polk Sager - System wide/Litchfield Special Education Teacher Effective 7/1/2020
 Kimberly Denise Rollins - Walnut Park Elementary Teacher Effective 6/1/2020
 Vachon M. Watts - Walnut Park Elementary Teacher Effective 6/1/2020
 Mark Bishop, Sr - GMS Custodian Effective 9/1/2020

Resigning:

Mary Hayden Glaze - Adams Elementary School 3rd Grade Teacher Effective 5/22/2020
 William K. Glaze - GCHS History Teacher/Coach Effective 6/1/2020

Extend Nurses Contract Days from 182 days to 187 days:

Lashunda Brewster
 Lauren Wood
 Cecily West
 Tonyea Colins
 Christy Ford

Transfers:

Joshua Nelson from Striplin Elementary Teacher to Striplin Elementary Physical Education Teacher Effective 8/6/2020
 Miranda Tyler from Adams Elementary Teacher to Adams Elementary OSR K-4 Lead Teacher Effective 8/6/2020 thru 5/28/2021
 Amber Basinger from Floyd Elementary Special Education Teacher to Mitchell

Elementary Special Education Teacher Effective 8/6/2020

Reemployment:

Jesse Colton Morris - Litchfield Social Science Teacher Effective 8/6/2020

Cheslie Cambron - Striplin Elementary Teacher Effective 8/6/2020

Kaci Lamberth - Striplin Elementary OSR K-4 Lead Teacher Effective 8/6/2020 thru 5/28-2021

Joyce Haygood - Thompson Elementary Teacher Effective 8/6/2020

Jennifer Beal - Donehoo Elementary OSR K-4 Auxiliary Teacher (Aide) Effective 8/6/2020 thru 5/28/2021

Lori Johnson - Striplin Elementary OSR K-4 Auxiliary Teacher (Aide) Effective 8/6/2020 thru 5/28/2021

Gloria McDaniels - Thompson Elementary OSR K-4 Auxiliary Teacher (Aide) Effective 8/6/2020 thru 5/28/2021

Kelli Reeves - Systemwide (WP Home School) Nurse Effective 8/6/2020

Cassandra Thomas - Family Literacy Center Special Education Instructional Aide Effective 8/6/2020

Morgan Rushing - Family Literacy Center Special Education Instructional Aide Effective 8/6/2020

Whitney Hughley - Adams Elementary School OSR K-4 Auxiliary Teacher (Aide) Effective 8/6/2020 thru 5/28/2021

Martha Havis - Adams Elementary 10-month Custodian Effective 7/28/2020

New Employees:

Mike Jester - Striplin Elementary Teacher Effective 8/6/2020

Casey Allison Reed - Striplin Special Education Teacher 8/6/2020

Kolby Brannon - GCHS Social Science Teacher Effective 8/6/2020

Bobby Alan Beckett - GCHS Driver Education Teacher Effective 8/6/2020

Scott Wesley Clifton - GCHS Social Science Teacher Effective 8/6/2020

Kimberly M. Taliaferro - Donehoo Elementary OSR K-4 Auxiliary Teacher (Aide) Effective 8/6/2020 thru 5/28/21

Cynthia Beshears - Mitchell Elementary CNP Worker Effective 8/6/2020

Donovan Wilson - Litchfield Middle 10-month Custodian Effective 7/28/2020

2020 Federal Summer School Programs

Diana Hilton - EL Teacher Effective 6/1/2020-7/30/2020

Jamie Whitaker - Teacher Effective 6/4/2020-7/27/2020

Kim Walker - Custodian Effective 6/3/2020-7/31/3030

Lynne Whisenant - Homeless Liaison Effective 6/1/2020-7/30/2020

Kristi Matlock - Nurse Effective 6/1/2020-7/30/3030

Holly Stovall - Nurse Effective 6/1/2020-7/30/2020

Substitutes:

Katie Watford - Elementary

Augustin Martinex - Secondary

Rachel Westcott - Elementary

Lauren Wood - Elementary and Secondary

District Summer Learning Program: (Effective 6/1/2020 thru 6/25/2020)

Mandisa Perry - Lead Teacher

Teneisha Ash - Fifth Grade

Elaine Gray - First Grade

Allie Brooks - First Grade

Jennifer Vance - Second Grade

Connie Parkerson - Second Grade

Van Kdra Bradford - Third Grade

Kim Fleming - Third Grade
Valeria Johnson - Fourth Grade
Meche Morgan - Fifth Grade
Teneisha Ash - Fifth Grade
Annalisa Brewster - Fourth Grade

Substitutes:
Katie Watford
Rachel Westcott

CNP Summer Feeding Program: (Effective 6/8/2020 - 7/22/2020)
Deborah Samples - Lead Worker
Sylvia Cole - CNP Worker
Anthony Powell - CNP Worker
Kim Walker - Driver/Delivery
Trenton Atkns - Delivery Helper

Substitutes:
Janice Hall
Pat Bressler

2020 Summer Camp Programs:
Elementary Camp Teachers:
Stephanie Gibson
Joyce Haygood
Christi Pickard
Orsola Turner
Grace Walton

Janie Browning - Academic Site Leader Elementary Camp

Elementary Camp Enrichment Instructors
Stephanie Gibson
Ashleigh Goggins
Christi Pickard

Catina Wadley - Site Leader Middle School Camp

Middle School Camp Teachers:
Chelsey Childress
Christi Pickard
Denise Shelvin

Jay Dowdy - Site Leader High School Camp

High School Camp Teachers:
Susan Andrew
Christina Caldwell
Angela Jones

Substitutes:
Katherine Barnes
Vicki Stewart
Chris Weaver

Motion made by: Mrs. Nancy Stewart
Motion seconded by: Dr. Nathan Carter

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

b. Part B

Superintendent Reddick recommended the following personnel action for approval as Part B:

Non-Renewal

Brandon J. Brooks - GCHS Health Teacher/Assistant Football Coach Effective 5/22/2020

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

4. Approve Auditors Report

Superintendent Reddick ask the board approve the auditor's report which was presented earlier in the meeting by Mr. Scott Lee.

Motion made by: Dr. Nathan Carter

Motion seconded by: Mrs. Nancy Stewart

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

5. Monthly Financial Report and Bank Reconciliation

CSFO Cory Skelton presented the board with the monthly financial for examination and approval. The financial data and cash balances presented are based on the reconciled bank statements to the general ledger as of April 30, 2020.

Motion made by: Mr. Mark Dayton

Motion seconded by: Hon. Allen Millican

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes

Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

6. Election of Board Officers

a. Office of President

Board Member, JAllen Millican nominated Rev. Z. Andre' Huff to continue to serve as president of the board for the year 2020-2021.

Motion made by: Mrs. Nancy Stewart

Motion seconded by: Mr. Mike Haney

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

b. Office of Vice President

Board Member, Allen Millican nominated Mrs. Nancy Stewart as Vice President of the board.

Motion made by: Mr. Mark Dayton

Motion seconded by: Mr. Mike Haney

Voting:

Rev. Z. Andre' Huff - Yes
 Mrs. Nancy Stewart - Yes
 Hon. Allen Millican - Yes
 Dr. Nathan Carter - Yes
 Mr. Mark Dayton - Yes
 Mr. Mike Haney - Yes
 Ms. Adrienne Reed - Yes

D. Information Items

1. Old Business

Ms. Adrienne Reed stated she had some questions regarding concerns of the elementary functions. Attorney Christie Knowles suggested Ms. Reed contact Mr. Reddick directly with her questions and concerns to determine if the concerns warranted a need to be placed on the agenda or would be a subject for executive session. Mr. Reddick replied to Ms. Reed he would be glad to discuss a situation or concern she has either in a meeting or a telephone conversation.

a. New Business

I. Schedule 2020-2021 Board Meetings

The 2020-2021 Scheduled Board Meeting dates were presented. The meetings will begin at 5:00 p.m. unless noted otherwise. Special called meetings may be announced as needed. The location will tentatively be listed as TBA until the opening of school has been fully disclosed due to the COVID-19 pandemic.

- July 7, 2020 TBA
- August 4, 2020 TBA
- September 3, 2020 TBA Budget Hearing #1 (Thursday)
- September 8, 2020 TBA Budget Hearing #2 and Regular Meeting
- October 6, 2020 TBA
- November 3, 2020 TBA
- December 8 2020 TBA
- January 12, 2021 TBA
- February 2, 2021 TBA
- March 2, 2021 TBA
- April 13, 2021 TBA
- May 4, 2021 TBA
- June 6, 2021 TBA

2. Next Regular Board Meeting is scheduled July 7, 2020 at 5:00 p.m. (Virtually)

E. Adjournment

President Huff asked for a motion to adjourn the meeting.

Motion made by: Hon. Allen Millican

Motion seconded by: Mr. Mike Haney

Voting:

Rev. Z. Andre' Huff - Yes

Mrs. Nancy Stewart - Yes

Hon. Allen Millican - Yes

Dr. Nathan Carter - Yes

Mr. Mark Dayton - Yes

Mr. Mike Haney - Yes

Ms. Adrienne Reed - Yes

Date

Superintendent/Secretary