

Minutes of the 119th Meeting
Of the Board of Directors of the
Alabama School of Mathematics and Science
Mobile, Alabama
Friday, June 12, 2020
10:30 a.m.

- PRESENT** Honorable Jo Bonner, Mr. Thad Wheat, Ms. Pam Doyle, Dr. Mark Suto, Mr. John Peebles, Mr. Bragg Van Antwerp, Mr. Mark Foley, Dr. Tony Waldrop, Dr. Lena Walton, Honorable Steve McMillan, Mr. Raymond Bell, Ms. Sheila Roby, Honorable Alan Baker, Ms. Sharon Magee, Mr. Tyrone Fenderson, and Ms. Sarah Brewer.
- ABSENT** Mr. Mike Jenkins, Dr. Sandra Sims-deGraffenried, Dr. Rhinnie Scott, and Dr. Nicholas Giordano.
- GUESTS** Mr. Robert Campbell, Dr. John Hoyle, Ms. Cecilia Godwin, Ms. Christina Cooley, Ms. Kristy Gunther, Dr. Samantha Church, and Dr. Scarlett Studdard.
- OPENING** Mr. Jo Bonner thanked everyone who was in attendance, in person and by phone, due to the COVID-19 pandemic. Roll was called and a quorum was met.
- APPROVAL OF MINUTES** Minutes of the February 7, 2020 Board of Directors meeting was presented for action. Upon a motion being made by Mr. Raymond Bell and seconded by Dr. Tony Waldrop, the Board duly
- RESOLVED** to approve the Minutes of the February 7, 2020 Board meeting. The motion passed unanimously.
- TREASURER REPORT** Mr. Steve McMillan, Board Treasurer, presented the Treasurer's report to the Board. The report represents financial activity for the first half of the current fiscal year. Revenues consist mainly of funding from the Alabama Education Trust Fund (ETF) and salary reimbursements from the ASMS Foundation. COVID-19 has had an impact on the budget. Closing the

campus in early spring will result in payroll savings due to the cancellation of AIMS (Adventures in Math and Science summer camp), summer workers, and other paid programs during the summer. The school will see significant savings on food service, security, and utilities. AIMS generated about \$80K in revenue. Statewide, the ETF budget for the remainder of the fiscal year is expected to remain intact. This is due to high revenues the first half of the fiscal year, and the Rolling Reserve Act. The Rolling Reserve Act, which went into effect in 2013, was designed to stabilize the budget and eliminate proration. The Alabama Department of Examiners of Public Accounts has conducted a financial and legal compliance for fiscal years 2015 through 2019. A final report will be distributed to the Board upon completion by the auditors (See report page 6).

FINANCE

Ms. Christina Cooley, Director of Finance, explained the Finance report. The combined Appropriations/Revenues and Expenses are provided on page 7 in the Board packet. Ms. Cooley stated all areas are in line with the budget. Some areas, like the cafeteria food service, has experienced a savings, due to the school closure in early March for COVID-19. The student auxiliary budget is also provided. Upon a motion being made by Mr. Steve McMillan and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve the Finance Report as given. The motion passed unanimously.

GENERAL REPORTS

LEGAL

Mr. Robert Campbell stated there were no claims, threats, or lawsuits against the school at this time.

ASMS REPORT

Dr. John Hoyle, President, reported to the board about the status of the school amidst the current COVID-19 pandemic. The ASMS faculty should be commended for their outstanding work during online instruction in March. Students transitioned to online instruction well and demonstrated resilience.

Graduation services this year were held at the Hangout in Gulf Shores. Our seniors and their families appreciated the event. For those who could not attend, we hosted a virtual graduation. About 70 percent of our graduates will attend in-state schools, including the University of Alabama, Auburn University, University of Alabama in Huntsville, and the University of South Alabama, just to name a few. Senior Gabriella Taylor is an Emmy Noether Award Silver Medalist. The Noether Awards seek top aspiring female research scientists. She will be awarded \$25K. The AIMS Summer Camp program was canceled due to COVID-19. We hope to open the camp once again next summer. The facilities camp has quite a few projects happening this summer. West Campus is being prepared for future renovation into a Makerspace, Robotics Lab, and classrooms. This is a component of our strategic plan and will help us maximize our campus space and provide much-needed restrooms on West Campus. The COVID-19 Task Force has met several times over the summer and has a plan for the campus. The plan is being edited and we plan to share in mid-July. We plan to follow the CDC guidelines for returning to campus. We are also waiting on plans to be released by the Alabama Public Health board and the State Superintendent (See report page 8).

Ms. Sarah Brewer, the faculty representative, explained how the faculty members came together and conquered online learning during the spring term. Many faculty members used Zoom, Podcasts, and an array of tech tools during the online course time. Ms. Brewer stated that our students will need more assistance with technology if online courses occur in the fall of 2020. Chairman Bonner says the State Superintendent, Dr. Eric Mackey, plans to share a plan over the summer that will help students who need assistance with technology tools.

NEW BUSINESS

STUDENT AUXILIARY BUDGET FOR 2020-2021

Dr. Hoyle requested the Board approve the Student Auxiliary proposed budget for 2020-2021 (See report page 9). Upon a motion being made by Mr. Steve McMillan and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve the Student Auxiliary proposed budget for 2020-2021. The motion passed unanimously.

EMPLOYMENT OF DIRECTOR OF FINANCE

Ms. Christina Cooley has served ASMS for 10 years as the Director of Finance. She will retire on June 30, 2020. We will miss her tremendously. We would like to welcome Ms. Kristy Gunther as the new Director of Finance. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve the employment of Ms. Kristy Gunther as the Director of Finance. The motion passed unanimously.

PROMOTION TO DIRECTOR OF INFORMATION TECHNOLOGY

Mr. Keidrick Wooten serves as our IT Network and Desktop Specialist. Mr. Wooten has been an outstanding employee and has worked hard to modernize several IT systems. He is an asset to our community. Dr. Hoyle requested the promotion to Director of Information Technology be approved for Mr. Wooten. Upon a motion being made by Mr. John Peebles and seconded by Mr. Jo Bonner, the Board duly

RESOLVED to approve the promotion to Mr. Keidrick Wooten as the Director of Information Technology. The motion passed unanimously.

Personnel Contract Renewals

A. Contract Renewals for ASMS Faculty Members

Explanation: The contracts of the faculty members listed below are expiring at this time. The Board must act to renew these contracts.

Contract Renewals for ASMS Faculty Members

Dr. Hoyle recommended the Board approve the following faculty contract renewals:

1. Faculty Contract for Mr. Brian Sayler

Mr. Sayler, an English instructor, has completed his first 1- year contract of teaching at ASMS. This will be his second 1-year contract. Upon a

motion being made by Mr. Tyrone Fenderson and seconded by Mr. Jo Bonner, the Board duly

RESOLVED to approve Mr. Brian Saylor for a second 1-year contract, 2020-2021. The motion passed unanimously.

2. Faculty Contract for Mr. Bill Brouillet

Mr. Bill Brouillet, a Physical Education instructor, has completed 10 years of teaching at ASMS. Because he has not completed a master's degree, he is being renewed for another 1-year contract for 2020-2021. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Mr. Bill Brouillet for a 1-year contract, 2020-2021. The motion passed unanimously.

3. Faculty Contract for Dr. Karen Palazzini

Dr. Palazzini, a History instructor, has completed her first 1-year contract of teaching at ASMS. This will be her second 1-year contract. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Dr. Karen Palazzini for a second 1-year contract, 2020-2021. The motion passed unanimously.

4. Faculty Contract for Dr. Durga Paudel

Dr. Durga Paudel, a Physics instructor, has completed his first 1-year contract of teaching at ASMS. This will be his second 1-year contract. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Dr. Durga Paudel for a second 1-year contract, 2020-2021. The motion passed unanimously.

5. Faculty Contract for Ms. Angela Mollise

Ms. Angela Mollise's current contract has expired. She would like to serve for one year as the Librarian. We ask the Board to approve a 1-year contract. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Ms. Angela Mollise for a 1-year contract, 2020-2021. The motion passed unanimously.

6. Faculty Contract for Dr. Jessica Alexander

Dr. Jessica Alexander, a Physics instructor, has completed her second 1- year contract at ASMS. This will be her 3rd year teaching. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Dr. Jessica Alexander for a three-year contract, 2020-2023. The motion passed unanimously.

7. Faculty Contract for Ms. Deborah Gray

Ms. Deborah Gray, a Computer Science instructor, has completed her second 1-year contract at ASMS. This will be her 3rd year teaching. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Ms. Deborah Gray for a three-year contract, 2020-2023. The motion passed unanimously.

8. Faculty Contract for Mr. Nasrullah Aziz

Mr. Nasrullah Aziz, a Math instructor, has completed 14 years of teaching at ASMS. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Mr. Nasrullah Aziz for a five-year contract, 2020-2025. The motion passed unanimously.

9. Faculty Contract for Mr. Derek Barry

Mr. Derek Barry, a History instructor, has completed 14 years of teaching at ASMS. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Mr. Derek Barry for a five-year contract, 2020-2025. The motion passed unanimously.

10. Faculty Contract for Ms. Angel Jackson

Ms. Angel Jackson, a Physical Education instructor, has completed 5 years of teaching at ASMS. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Ms. Angel Jackson for a five-year contract, 2020-2025. The motion passed unanimously.

11. Faculty Contract for Mr. Orren Kickliter

Mr. Orren Kickliter, a Fine Arts instructor, has completed 24 years of teaching at ASMS. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Mr. Orren Kickliter for a five-year contract, 2020-2025. The motion passed unanimously.

12. Faculty Contract for Ms. Alison Rellinger

Ms. Alison Rellinger, a Biology instructor, has completed 5 years of teaching at ASMS. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve Ms. Alison Rellinger for a five-year contract, 2020-2025. The motion passed unanimously.

13. Non-Renewal of a Full Time Faculty Member

After completing a probationary year of employment as a Spanish instructor, Ms. Erin Boldon is not being renewed as a full-time faculty member. Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve the non-renewal of Ms. Erin Boldon. The motion passed unanimously.

NEW COURSE FOR 2020-2021

When ASMS faculty members revise and develop new courses to be taught, these must have Board approval. The course is listed below:
Advanced Geometry

This course is designed for incoming students who already took Elementary Geometry in their home school, or Geometry I and II at ASMS, and continues the study of geometry, building off the techniques

to explore more advanced topics to prepare them for prestigious math contests and standardized exams. We will develop essential tools for working with circles, such as inscribed angles, cyclic quadrilaterals, and Power of a Point. We will consider Concurrency of Lines in a Triangle, some theorems connected with Collinearity of Points, Symmetric Points in a Triangle. A secondary goal of the course is to teach students the elements of good mathematical exposition. Students will complete a short exposition (project) of their own. Prerequisite: Geometry

Upon a motion being made by Mr. Tyrone Fenderson and seconded by Mr. John Peebles, the Board duly

REVISED EMPLOYEE HANDBOOK

The ASMS Employee Handbook and the Faculty Addendum to the Employee Handbook have not been updated since the school's inception 30 years ago. The new handbook provides a thoroughly modern framework that was written by a committee of administrators, faculty and staff and was reviewed by the school's attorney. Significant additions to the Handbook:

- Employee progressive discipline plan.
- Employee Code of Conduct.
- Comprehensive technology policy.
- Overview of the school and its mission.
- Employee evaluation system

The Board members received this handbook several weeks before the meeting for review. Upon a motion being made Mr. John Peebles and seconded by Mr. Tyrone Fenderson, the Board duly

RESOLVED to approve the adoption of the new Employee Handbook. The motion passed unanimously.

SGA CONSTITUTION

The ASMS SGA Constitution has not been updated in nine years. The changes allow SGA elections to be held in the fall instead of the spring (due to COVID-19). There are also a few other revisions, including:

- Specifying how SGA officers should follow a chain of command and run ideas by their sponsors before they announce them to the community.
- Adding a clause that states, "The SGA shall not propose anything that would endanger the health and safety of the community or

reflect poorly upon the institution and its mission or that will impose additional unpaid work on faculty and staff.”

- Adding language that allows SGA sponsors to remove officers who do not regularly attend official SGA meetings.

Dr. Hoyle presented the proposed changes to the Board. He talked about bullet points one and two during the meeting. The idea is to make sure students are proposing their ideas to the SGA sponsors before going to another administrative supervisor. It was stated in the meeting by Dr. Hoyle, that students will sometimes present their ideas for pre-approval to another supervisor before receiving approval from the SGA sponsors. There was a little discussion about this matter, but the Board fully understands that students must get approval from the proper chain of command. Upon a motion being made by Mr. Steve McMillan and seconded by Mr. John Peebles, the Board duly

RESOLVED to approve the SGA constitution revisions as stated above. The motion passed unanimously.

There being no further business the Board meeting adjourned at 11:36 a.m. The next meeting is scheduled for Friday, September 18, 2020.

Respectfully Submitted by

Mike Jenkins, Secretary

Cecilia Godwin
Executive Assistant to the President