

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
June 29, 2020 – Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, June 29, 2020, at 7:00 pm via livestream. The following Board members were present and constituted a quorum:

Dr. Denauvo Robinson, Chair

Mr. George Archuleta  
Mrs. Virginia Houston  
Ms. Sharon Warden

Ms. Pam Pureza  
Mr. Walter B. Jolly  
Dr. Shelia Williams

The following staff members were present:

Dr. Catherine Edmonds, Superintendent  
Rachael Haines, Chief Finance Officer  
Rhonda James-Davis, Chief Human Resources Officer  
Dr. Amy Spencer, Chief Academic Officer  
Tammy W. Sawyer, Director of Community Schools/PIO & Exec. Asst. to Board & Supt.  
Tammy Rinehart, Director of Child Nutrition

**1. Meeting Called to Order by Chair**

Chair Robinson called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance and Moment of Silence**

Chair Robinson led members, virtually, in the Pledge of Allegiance, followed by a moment of silence.

**3. Roll Call**

Tammy W. Sawyer, Executive Assistant for the Superintendent and Board of Education, called the roll and recorded members in attendance for the meeting.

**4. Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest**

Sharon Warden read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. The record reflects that no conflicts exist.

**5. Approval of Agenda (Action)**

A motion was made by Sharon Warden, seconded by Dr. Shelia Williams, and unanimously carried, to approve the agenda as presented.

**6. Superintendent's Report**

Superintendent Edmonds provided a brief update related to COVID-19. She shared information from the guidebook, *Lighting Our Way Forward: North Carolina*, provided by the NC Department of Public Instruction. This guidebook has been provided to school districts to provide specific information to assist with planning for the 2020-2021 school year. She also highlighted the work taking place by the ECPPS Re-entry Task Force for reopening.

Superintendent Edmonds shared an update on athletics. She shared that we have received one high school plan thus far and have completed an initial review. The district will continue to review plans to ensure safety for summer individual conditioning for high school athletics.

**7. Approval of Minutes (Action)**

A motion was made by Sharon Warden, seconded by Dr. Shelia Williams, and unanimously carried to approve the minutes for the May 26, 2020 Regular Meeting and the June 12, 2020 Emergency Session.

**8. Public Forum (Citizen Comments to the Board)**

There were no requests for the public forum.

**9. Agenda Items**

**Financial, Business, and Technology Systems**

**Committee Chair, Sharon Warden**

The Board reviewed the latest Maintenance Report.

Rachael Haines, Chief Finance Officer, presented the ECPPS Payroll Calendar for 2020-2021. A motion was made by Pam Pureza, seconded by Walter B. Jolly, and unanimously carried to approve the payroll calendar as proposed.

Rachael Haines, Chief Finance Officer, presented the ECPPS Interim Budget Resolution for 2020-2021. A motion was made by Dr. Sheila Williams, seconded by Pam Pureza, and unanimously carried to approve the resolution for adoption of an interim budget, FBT-03.

Rachael Haines, Chief Finance Officer, presented the following 2020-2021 contract renewals for consideration: Edgenuity, Serenic Software, Auto IM Renewal. A motion was made by George Archuleta, seconded by Walter B. Jolly, and unanimously carried to approve the contract renewals as stated.

Rachael Haines, Chief Finance Officer, requested approval for the superintendent to approve year end budget amendments. A motion was made by Dr. Shelia Williams, seconded by George Archuleta, and unanimously carried to approve the FBT-07 Authorization to Approve Year End Budget Amendments 2019.

Rachael Haines, Chief Finance Officer, shared information with the Board on the following items for 2020-2021: Cyber Policy Renewal Policy, Property Insurance Renewal, Worker Compensation Renewal, Letter from County Manager Approving Funding.

Rachael Haines, Chief Finance Officer, presented the following items to the Board, requesting approval: Budget Amendments: #107, #206, #306, #402, #806. A motion was made by Pam Pureza, seconded by George Archuleta, and unanimously carried, as confirmed by roll call votes, to approve amendments as presented by Mrs. Haines.

**Policy**

**Committee Chair, Walter B. Jolly**

Dr. Denauvo Robinson requested approval of Policy Code: 2237 which was brought forth during the May 26, 2020 regular meeting and placed on review. A motion was made by Walter B. Jolly, seconded by Sharon Warden, and carried, as confirmed by roll call votes, to

approve Policy Code: 2237, Appointments to the College of The Albemarle Board of Trustees.

**Global Citizens and Healthy Students  
Committee Chair, Virginia Houston**

Tammy Rinehart, Director of Child Nutrition, presented the following 2020-2021 items for consideration: Community Eligibility Provision, Grocery Bid, Produce Bid, Supply Bid. A motion was made by Virginia Houston, seconded by Sharon Warden, and carried, as confirmed by roll call votes, to accept items GCHS-01, GCHS-02, GCHS-02, GCHS-03, GCHS-04.

**Excellent Educators  
Committee Chair, Pam Pureza**

A motion was made by Pam Pureza, seconded by George Archuleta, and unanimously carried, as confirmed by roll call votes, to approve the items discussed during closed session this evening.

**10. Board Member Reports**

Members shared that the graduation events this year were great and seemed to be enjoyed by those attending. Principals were commended for the hard work put into the graduation activities this year. All principals were commended for their work this year. Board members appreciated the recognition for Teachers of the Year and Senior Scholars this year.

**13. Other**

There were no additional items for Board consideration during the June 29, 2020, meeting.

**14. Adjournment**

A motion was made by Dr. Shelia Williams, seconded by Virginia Houston, and unanimously approved to adjourn the meeting. The meeting adjourned at 7:47 p.m.

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Chair

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Secretary