

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
February 15, 2021 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met virtually and via livestream, on Monday, February 15, 2021, at 3:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair
Mr. George Archuleta
Mrs. Virginia Houston
Mr. Rodney Walton

Ms. Pam Pureza
Mr. Daniel Spence
Dr. Shelia Williams

The following staff members were present:

Rhonda James-Davis, Interim Superintendent
Rachael Haines, Chief Finance Officer
Dr. Amy Spencer, Chief Academic Officer
Amber Godfrey, Director of Technology
Marlene Wilkins, Director of Maintenance
Delishia Moore, ECMS Principal
Amy Fyffe, ECP Early College Principal
Adrian Fonville, RRMS Principal
Tammy W. Sawyer, Director of Community Schools/PIO
Executive Asst to the Superintendent and Board

1.Meeting Called to Order by Chair

Chair Warden called the meeting to order at 3:00 p.m.

2.Roll Call

Tammy Sawyer called the roll and recorded members in attendance for the meeting.

3.Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest

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

4.Approval of Agenda (Action)

Chair Warden informed the Board that agenda item FBT-06, a quote for cameras and hotspots would be removed and brought back at another meeting. A motion was made by Sharon Warden, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to approve the amended agenda.

5.Agenda Items

Superintendent Comments

Interim Superintendent, Rhonda James-Davis, shared information with board members on Governor Cooper's recent announcement encouraging districts to provide in-person instruction opportunities for families as well as remote. She also shared the latest information on Senate Bill 37.

Financial, Business, and Technology Committee

The Board reviewed the latest maintenance report provided by Marlene Wilkins, Director of Maintenance.

Rachael Haines, Chief Finance Officer, presented the following items:

- A report on School Mental Health Personnel for information only.
- Budget amendments #105, #202, #305, and #805 to be considered for placement on the consent agenda for February 22, 2021.
- Fundraisers to be considered for placement on the consent agenda for February 22, 2021.
- The audit contract to be considered for placement on the consent agenda for February 22, 2021.

Amber Godfrey, Director of Technology, shared a technology update with board members. She included information on the amount of repairs the department is experiencing during remote learning, number of devices not returned from students, number of devices the department is planning to refresh. The members had questions regarding the process to recover devices not turned back in as well as insurance. Godfrey will provide another update during the regular meeting on February 22, 2021.

Personalized Education Committee

Dr. Amy Spencer, Chief Academic Officer, shared an update on testing which included EOC, CTE and ACT. She will provide a letter for high schools to send out to families regarding the dates for EOC and CTE testing. She requested that the Board approve a request to make February 23, 2021 a remote learning day for PCHS and ECP Early College and March 9th a remote learning day for NHS. This request is due to staff assisting with the ACT which is a test juniors complete and must be taken on campus. A motion was made by Pam Pureza, seconded by Daniel Spence, and unanimously carried, as confirmed by roll call, to approve a remote learning day on February 23rd for PCHS and ECP Early College and March 9th for NHS for administration of the ACT.

Chief Spencer presented an update on remote learning. She shared information from surveys this year as to the challenges and successes related to remote learning. She further shared strategies employed to address the challenges.

Consolidated School Improvement Plan presentations were shared by Delishia Moore, ECMS Principal; Amy Fyffe, ECP Early College Principal; and Adrian Fonville, RRMS Principal.

Policy Code Committee

Tammy W. Sawyer, Director of Community Schools/PIO/Executive Assistant to the Superintendent and Board, presented the fall policy updates to be considered for placement on the consent agenda for February 22, 2021.

6.Other

No other items were discussed.

7.Adjournment

Chair Warden adjourned the meeting at 4:41 p.m.