

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
February 22, 2021 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met via livestream, on Monday, February 22, 2021, at 5:00 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
Karen Dameron, Interim Chief Human Resources Officer
Dr. Amy Spencer, Chief Academic Officer
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 5:02 p.m.

2.Pledge of Allegiance and Moment of Silence

The Pledge of Allegiance was led virtually by Melanie Coleman, 4th grade student at Central Elementary School. A presentation was shared with the board for Black History Month.

3.Roll Call

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

4.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.

5.Approval of Agenda

A motion was made by Dr. Shelia Williams, seconded by Virginia Houston, and unanimously carried, as confirmed by roll call, to approve the agenda.

6.Closed Session

A motion was made by Dr. Shelia Williams for the Board to enter into closed session for the purpose of considering personnel actions that involve employees of this Board as allowed by N.C. General Statute 143-318.11(a)(6).

Closed session began at 5:14 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence; Rodney Walton; and Dr. Shelia Williams. The following staff members were present: Rhonda James-Davis, Interim Superintendent, Karen Dameron, Interim Chief Human Resources Officer. The Board and staff discussed personnel matters during the closed session.

A motion to come out of closed session was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried. Full and accurate minutes of the closed session will be kept on file in the superintendent's office, but are to be withheld from public disclosure, so as to not frustrate the legitimate purposes of this closed session. Closed session ended at 6:46 p.m.

7.Meeting Called to Back to Order by Chair - Open Session

Chair Warden called the meeting to order at 7:01 p.m. Tammy Sawyer called the roll and recorded members in attendance.

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
Karen Dameron, Interim Chief Human Resources Officer
Dr. Amy Spencer, Chief Academic Officer
Stephanie Ambrose, P.W. Moore Principal
Juvanda Crutch, PCHS Principal
Jamie Liverman, Pasquotank Elementary Principal
Amber Godfrey, Director of Technology
Tammy W. Sawyer, Director of Community Schools/PIO/Executive to the Superintendent and Board of Education

8.Superintendent's Report

Rhonda James-Davis, Interim Superintendent, introduced Shelia Hughes, Director of CTE, to share an update on Career and Technical Education. February is Career and Technical Education Month. James-Davis also shared an update on Return to Campus, providing the latest information on the number of students participating in in-person instruction and remote instruction. She also provided an update on middle and high school athletics.

9.Approval of Minutes

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and unanimously carried, as confirmed by roll call vote, to approve the minutes for January 25, 2021 and February 15, 2021.

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

There were no requests for public comments for the February 22, 2021, regular meeting of the Board.

11.Consent Agenda

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and unanimously carried, as confirmed by roll call vote, to approve all items on the consent agenda. The consent agenda included: FBT-03 (Budget Amendments #105, #202, #305, #805), FBT-04 (Fundraisers), FBT-05 (Audit Contract), PC-01 (Fall Policy Updates).

12. Other Agenda Items

Financial, Business and Technology Committee
Sharon Warden, Chair

Amber Godfrey, Director of Technology, presented an update on technology which included information on steps to address the collection of unreturned devices.

2021-2022 School Calendars

Dr. Amy Spencer, Chief Academic Officer, presented the 2021-2022 school calendars for traditional schools and the early college and requested board approval. A motion was made by Sharon Warden, seconded by George Archuleta, and unanimously carried, as confirmed by roll call vote, to approve the calendars as presented.

Strategic Planning Update

Michael Martin, Educational Consultant from RTI, shared an update with the Board regarding the strategic plan.

Personalized Education Committee

Pam Pureza, Chair

Consolidated School Improvement Plan presentations were shared by Sammy Fudge, Central Principal; Dena Banks, J.C. Sawyer Principal; and James Schiffbauer, Weeksville Principal.

Excellent Educators Committee

Dr. Shelia Williams, Chair

A motion was made by Dr. Shelia Williams, seconded by Pam Pureza, and unanimously carried, as confirmed by roll call vote, to approve the items presented during closed session for Excellent Educators.

12. Other

A member asked if the interim superintendent and board chair would receive the surveys from the strategic planning process. James-Davis assured that we would receive the information.

14. Adjournment

A motion was made by George Archuleta, seconded by Dr. Shelia Williams, and unanimously carried, as confirmed by roll call vote, to adjourn. The meeting adjourned at 8:40 p.m.

Chair

Secretary