

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
April 21, 2021 - Retreat**

The Elizabeth City-Pasquotank Board of Education held a retreat, on Wednesday, April 21, 2021, at 8:00 a.m. at College of The Albemarle in Building B, Rooms 206-207. 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  
Karen Dameron, Interim Chief Human Resources Officer  
Bert Lane, Deputy Chief Academic Officer  
Meredith Collins, Deputy Chief Finance Officer  
Amber Godfrey, Director of Technology  
Tammy W. Sawyer, Director of Community Schools/PIO  
Executive Asst to the Superintendent and Board

### **Welcome**

Chair Warden welcomed everyone to the retreat and expressed excitement for the day ahead. She also welcomed Dr. Eddie Ingram who will lead a team building activity with the board during the retreat. Dr. Ingram will be joining ECPPS on August 1, 2021 to serve as interim superintendent.

### **Team Building**

Dr. Eddie Ingram shared a team building activity with the board that was based on shared beliefs and values. He referenced a report from the Center of Public Education, *Eight Characteristics of Effective School Boards*, in his discussion with the board. The board worked together in groups to determine their core shared values which included: teamwork, respect, honesty/integrity, trust, communication, and diversity/equity.

### **Strategic Planning**

Rhonda James-Davis provided the board with an overview of the newly developed strategic plan. Discussion was held regarding the three areas of focus: our students, our educators, and our community. The board discussed measures that could be considered within our areas of focus to ensure we are addressing the actionable items for each.

### **Youthbuild Presentation**

Dr. Hezekiah Brown, Lenora Jarvis-Mackey, and Tim Andrews. Ms. Mackey is the President/CEO of Youthbuild. Mr. Andrews is the Americorp Director. The representatives shared information with the board on AmeriCorps and Youthbuild and the desire to collaborate with ECPPS. Mr. Andrews provided an overview of AmeriCorp. Dr. Brown indicated the desire to partner with the district regarding the Youthbuild program. He further shared that he would

like to see a grant writing team formed to support various initiatives. Additionally, he requested that we share information regarding the opportunity of mentorship available through Youthbuild.

### **Lunch - Student Roundtable**

The following students participated virtually in a roundtable discussion with the board during their lunch: Saniah Barnes (RRMS), Tayari Green (PCHS), William Maw (HLT), Casey Miller (ECMS), Breana Poyner (NHS), Kaden Rosenbrock (ECMS), Ashanti Sutton (NHS), E.J. Sutton (RRMS), River Waters (ECPEC), Deja Whitehurst (ECPEC), Micayla Yeates (PCHS).

The students shared their thoughts surrounding the impacts of COVID and their experiences with remote learning.

### **Human Resources and Auxiliary Services Innovation**

Rhonda James-Davis introduced staff members to share information with the board.

#### **Student Services**

Mrs. Antoinette Reid, Director of Student Services, shared an update on Say Something Anonymous Reporting System. Say Something is a youth violence prevention program from Sandy Hook Promise, a national violence prevention organization. Anonymous tips are able to be submitted 24/7 through the website, app or by phone. The crisis center reviews, assesses and processes all submissions, then notifies law enforcement or school administration for intervention. She further shared that ECPPS is now live with the reporting system and schools are completing training currently.

#### **Grow Our Own**

Mrs. James-Davis introduced a new "Grow Our Own" teacher prep program and invited Shelia Hughes, Director of CTE, to present information on CTE offering a course pathway for teacher education beginning next school year. She shared information on the requirements for the instructors for this program as well as the requirements for the students who may wish to participate.

#### **Beginning Teachers - Pathways to Teaching**

Kelly Cowell, Beginning Teacher Coordinator, presented information on a teacher preparatory program, Pathways to Teaching, available for teacher assistants within the district. The district held an interest meeting on April 15th for teacher assistants with bachelor degrees. Data collected indicates that we currently have ten (10) teacher assistants with associate degrees, seventeen (17) with bachelor degrees and two (2) with masters degrees. We currently have one (1) teacher assistant with a teaching certification. The pathways include: NC Residency Licensure in BK, K-6, and Special Education K-12 through ECSU; other areas available at other NC universities; and the Master of Elementary Education leading into initial licensure through ECSU.

Ms. Cowell also shared information regarding the Beginning Teacher program in the district. She provided an overview of the district's digital lending library for beginning teachers. This is a resource to have access to books to support beginning teachers. The lending library is made possible through funding from Title I and The Education Foundation. She also shared information on Sibme which is a video collaboration platform for beginning teachers and mentors. It is designed to provide support for beginning teachers to improve in teaching and learning.

Channel 8

Dexter Jackson-Heard, Director of Digital Media and Innovative Technology, introduced the newly designed Channel 8 programming that will become available soon. He highlighted upcoming programs that will involve student, staff and community highlights. He also demonstrated a new STEM series that he is developing with Terrie Wilson, Stem Coordinator. Board members had the opportunity to participate in a STEM activity which involved creating a parachute prototype.

### **Curriculum and Innovations ... Plans for 2021-2022**

H.L. Trigg

Dr. Amy Spencer, Chief Academic Officer, shared information regarding a recommendation for H.L. Trigg Community School for 2021-2022 which is the ECPPS Alternative Bridge Program. This is a program where students will actually log in for classes at their home school virtually while attending H.L. Trigg. She demonstrated a swivel camera which has been purchased for teachers which would support this concept. These cameras actually follow the teacher as they teach via a tracker. She explained that with the students logging into the classes at their home school, it would keep them engaged with the class at their regular classes, enabling them to transition back to their classes at their home school when ready. The purpose of an alternative program is to provide necessary support to help the student move forward and return to their home school.

### **Virtual Learning**

Dr. Spencer also shared information on virtual learning for 2021-2022. She shared that we were already participating in virtual learning prior to the pandemic. Professional development was already taking place prior to the pandemic as well. Both were amplified after moving from the “classroom to the cloud” since the pandemic started. She shared that the district has implemented a steering committee to discuss virtual options moving forward. Dr. Spencer discussed the various aspects of virtual learning with regard to students at the elementary and secondary level. She further discussed staffing and class size considerations if a virtual school option is offered. The steering committee did not feel that offering a virtual option at the elementary level would be a good recommendation. The steering committee recommends starting small with middle school participating in a virtual option. She also shared that they could receive their core classes within their own school with teachers at their home school providing the virtual instruction. She further shared that virtual students would be able to participate in activities at their home school. The process for considering students for the virtual learning option include an application and interview process for selection.

### **Exceptional Children**

Dr. Holly Glenn, Interim Director of Exceptional Children, provided an update for the board regarding a proposal for moving students back to their home schools to not only have them attending their school of assignment, but also to address lengthy transportation routes for many of the students. This proposal could involve combining AU/ID Mod/MU classrooms at the middle and high school, all resulting in additional staffing as well as accommodations for restroom facilities at Northeastern High. Another consideration would be eliminating the Common Core classroom at River Road Middle which would result in staff reassignments. Additionally, considering adding an additional elementary classroom for ID Mod/ID Mild which would result in additional staffing yet would address lengthy transportation routes for many students. Dr. Glenn also shared that P.W. Moore currently has four autism classes. By moving one of these classes to Central, it would reduce the number of classrooms at P.W. Moore, but would involve reassignment of staff.

### Curriculum Mapping

Dr. Spencer shared some of the goals of the curriculum and instruction team. They are focusing on curriculum mapping. This work began in the fall of 2020. They are also working with NCDPI on the science curriculum as well as the math curriculum. The implementation timeline for the new social studies standards is June. The new standards will be implemented in the fall. She also shared the core materials that are currently being used by the district. She further shared the goals of the curriculum and instruction team which include curriculum mapping and pacing guides are available for teachers, core materials and resources available, professional development calendar, testing calendar for the year, an academic calendar which will include various events and important dates, and the instruction and curriculum webpage updated with current information. She provided goals for AIG which include: a focus on equity, utilization of a universal screener, and building capacity through a book study and facilitating professional development.

### Literacy

Dr. Spencer shared an update on how the district will focus on literacy through the science of reading. She also shared information on upcoming professional development as well as assessments for Pre-K. Ideas to embrace literacy was shared which included placing books in local offices and providing lending libraries.

The budget discussion scheduled on the agenda was unable to take place due to time constraints; however, the board will work with Rachael Haines to ensure the information is shared at a later time.

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Chair

Secretary