

MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
June 17, 2021 - Committee Meetings

The Elizabeth City-Pasquotank Board of Education met via livestream, on Thursday, June 17, 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
Dr. Amy Spencer, Chief Academic Officer
Karen Dameron, Interim Chief Human Resources Officer
Marlene Wilkins, Director of Maintenance
Holly Glenn, Interim Director of Exceptional Children
Renee Tamarelli, Exceptional Children's Program Specialist
Phyllis Fitchgerald, SLP Compliance Monitor
Tammy Rinehart, Director of Child Nutrition
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 5:03 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)

A motion was made by Rodney Walton, seconded by Pam Pureza, and carried, as confirmed by roll call, to approve the agenda.

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:

- FBT-02 Payroll Calendar
- FBT-03 Insurance NCSBT Gen Liability Fund Renewal
- FBT-04 Insurance NCSBT Auto/Inland Marine Renewal
- FBT-05 Serenic Software Renewal
- FBT-06 Resolution - Surplus Bookmobile
- FBT-07 Fundraisers

Chief Haines requested items FBT-02 (Payroll Calendar), FBT-06 (Resolution - Surplus Bookmobile) and FBT-07 (Fundraisers) be placed on the consent agenda for June 28, 2021. A motion was made by Sharon Warden, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to transfer FBT-02, FBT-06 and FBT-07 to the consent agenda for June 28th.

Chief Haines requested items FBT-03 (Insurance NCSBT Gen Liability Fund Renewal), FBT-04 (Insurance NCSBT Auto/Inland Marine Renewal), and FBT-05 (Serenic Software Renewal) be considered for approval during committee meetings. Chief Haines shared that the Serenic renewal would be for a three-year term. A motion was made by Pureza, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to approve FBT-03, FBT-04 and FBT-05 with a three-year renewal.

Personalized Education Committee

Dr. Amy Spencer, Chief Academic Officer, shared PE-01 (ECPPS Virtual Learning Plan) with the board and requested it be placed on the consent agenda for June 28, 2021. She shared that the virtual learning option for 2021-2022 would be for middle school students with a cohort of 25 per school. Parents/guardians would have to complete an application process for their child to be considered for virtual learning. The selection process would include a review of attendance and student data from last year, and student/parent interviews. If there are more than 25 applications per school, a lottery would be utilized. Chief Spencer further shared the legislation currently under consideration and how it could impact the plan moving forward.

Pam Pureza made a motion, seconded by Virginia Houston, and unanimously carried, as confirmed by roll call vote, to place the ECPPS Virtual Learning Plan on the consent agenda for June 28th.

Chief Spencer presented an update on summer school for 2021. She shared the ending date for summer school as July 21, 2021. This was a corrected date as she previously shared the ending date would be July 22, 2021. She further shared the timeline for summer school and provided updates as to the beginning of the program during the first week. The updates included the number of students enrolled in summer school from each school as well as those on the waiting list. She further shared that credit recovery would be offered this summer for high school students who qualify.

Chief Spencer shared a 2020-2021 academic update with the board that included information on testing and accountability. She reminded the board that the testing window is still open for 2020-2021; therefore results are not available as of yet. She shared that there will be a delay on some scores from the state until later in the fall. End-of-Grade testing information for 3rd through 5th grade reflects 92% of students have completed assessments. End-of-Grade testing information for 6th through 8th grade reflects 88.2% of students have completed assessments. End-of-Course testing information for high school reflects 77.3% of students have completed fall exams and 83.5% of students have completed spring exams.

Chief Spencer provided an update also on H.L. Trigg Community School. The school will be utilized as a non-traditional alternative for students who are identified as at-risk academically. This opportunity will provide students who are retained at the middle school level to focus on the courses needed to be promoted. Once students complete and pass classes they need for promotion in the first semester, they will return to their base school and progress to their promoted grade for the second semester.

Chief Spencer shared an update on Sylvan for 2020-2021. Sylvan provided face-to-face and virtual tutoring to 446 students this year. She shared that Michelle Tynch from Sylvan will present at the

July 28th meeting of the board to provide data from their support this year.

Dr. Holly Glenn, Interim Director of Exceptional Children, presented an update on the EC program for 2021-2022. She briefed the board on the changes for 2021-2022. The purpose of the changes is to move students into their assigned schools and reduce the time students are on buses. River Road Middle and Northeastern High are adding classes to serve students in separate classes zoned for those schools. In the elementary schools, they are moving one class to a more central location and restructuring other classes to get students closer to their home schools. Parents had the option to request their child remain in the school they were assigned to last year via an application process. They also would have to provide transportation if their child would not attend their school of assignment. Parents/guardians and staff have received notification of the changes.

Global Citizens & Healthy Students Committee

Dr. Amy Spencer, Chief Academic Officer, and Dr. Holly Glenn, Interim Director of Exceptional Children, presented GCHS-01 (ECPPS Mental Health Plan) to the board, requesting it be placed on the consent agenda for June 28, 2021. This plan is required by the state and is due on July 1, 2021.

Tammy Rinehart, Director of Child Nutrition, presented GCHS-02 (ECPPS Child Nutrition Procurement Plan) and GCHS-03 (Free and Reduced Application Procedures), requesting both items be placed on the consent agenda for June 28, 2021.

A motion was made by George Archuleta, seconded by Daniel Spence, and unanimously carried, as confirmed by roll call, to place GCHS-01, GCHS-02, and GCHS-03 on the consent agenda for June 28th.

Policy Code Committee

Tammy Sawyer, Director of Community Schools/PIO and Executive Assistant to the Superintendent and Board, presented two policy updates to the board, requesting they be placed on the consent agenda for June 28, 2021. The policy updates are related to the adoption of a mental health plan that will be submitted to the state by July 1, 2021. The policies included: PC-01 (1610/7800 - Professional & Staff Development) and PC-02 (6120 - Student Health Services).

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and unanimously carried, as confirmed by roll call, to place PC-01 (1610/7800 - Professional & Staff Development) and PC-02 (6120 - Student Health Services) on the consent agenda for June 28th.

Closed Session

A motion was made by Dr. Shelia Williams, seconded Pam Pureza, and unanimously carried, as confirmed by roll call, 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 6:29 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, and Adrian Fonville, Deputy Chief Human Resources Officer. The Board and staff discussed confidential matters during the closed session.

A motion to come out of closed session was made by Pam Pureza, seconded by George Archuleta, and 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 7:10 p.m.

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

Chair Warden called the meeting to order at 7:15 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

Tammy W. Sawyer, Director of Community Schools/PIO/Executive to the Superintendent and Board of Education

7.Other

No other business was discussed by the board.

8.Adjournment

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call vote, to adjourn the meeting. The meeting ended at 7:16 p.m.

Chair

Secretary