

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
June 28, 2021 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met via livestream, on Monday, June 28, 2021, at 6:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair

Mr. George Archuleta

Mrs. Virginia Houston (Virtually)

Dr. Shelia Williams

Ms. Pam Pureza

Mr. Rodney Walton

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

Adrian Fonville, Deputy Chief Human Resources Officer

Tammy W. Sawyer, Director of Community Schools/PIO

Executive Asst to the Superintendent and Board

Others present:

Michelle Tynch, Executive Director of Sylvan Learning Center

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

Chair Warden called the meeting to order at 5:58 p.m.

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

Chair Warden led the Pledge of Allegiance and requested a moment of silence.

**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 Rodney Walton, and carried, as confirmed by roll call, to approve the agenda. Virginia Houston participated virtually and Daniel Spence was not present.

**6.Superintendent's Report**

Rhonda James-Davis, Interim Superintendent, shared the Superintendent's Report. The report included: an overview of graduation events, information on educators receiving Impact Grants from the Education Foundation for 2021-2022, and a brief update on operation plans for 2021-2022.

**7.Approval of Minutes**

A motion was made by Dr. Shelia Williams, seconded by George Archuleta, and carried, as confirmed by roll call vote, to approve the minutes for May 24, 2021, and June 17, 2021. Virginia Houston participated virtually and Daniel Spence was not present.

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

Jason Gillis submitted a public comment regarding bus transportation issues for the May 24, 2021 meeting; however, it was submitted past the deadline of 2:00 p.m. on May 24th. The comment was read during this meeting.

#### **9.Consent Agenda**

A motion was made by Pam Pureza, seconded by Rodney Walton, and carried, as confirmed by roll call vote, to approve the items on the consent agenda that were discussed and approved during our last committee meeting on the 17th of June. Those include: the payroll calendar, the resolution for the surplus bookmobile, the fundraisers plans, virtual learning plan, the mental health plan, the Procurement Plan for School Nutrition, free & reduced application procedures, the policy 1610/7800 - Professional & Staff Development, and policy 6120 - Student Health Services. Virginia Houston participated virtually and Daniel Spence was not present.

#### **10.Other Agenda Items**

##### **Financial, Business and Technology Committee**

##### **Rodney Walton, Co-Chair**

Rachael Haines, Chief Finance Officer, presented FBT-08 (End of Year Budget Amendment Authorization), FBT-09 (Continuing Resolution FY21), and FBT-10 (Budget Amendments #102R, #109, #206, #309, #501, #701, #808).

A motion was made by Rodney Walton, seconded by George Archuleta, and carried, as confirmed by roll call vote, to approve the End of Year Budget Amendment Authorization, Continuing Resolution FY21, and budget amendments #102R, #109, #206, #309, #501, #701, #808. Dr. Shelia Williams abstained from voting. Virginia Houston participated virtually and Daniel Spence was not present.

##### **Personalized Education Committee**

##### **Pam Pureza, Chair**

Dr. Amy Spencer, Chief Academic Officer, introduced Ms. Michelle Tynch, Executive Director of Sylvan Learning, to present data on the results from their work with ECPPS students for 2020-2021.

##### **Global Citizens & Healthy Students**

##### **George Archuleta, Chair**

Tammy Sawyer, Director of Community Schools/PIO and Executive Assistant to the Superintendent and Board, shared a request from Pasquotank County High School for their FFA students to Adopt-A-Highway. She requested approval from the Board for PCHS FFA to enter into an agreement with the North Carolina Department of Transportation for up to four years to maintain a two mile section of Northside Road.

A motion was made by George Archuleta, seconded by Virginia Houston, and carried, as confirmed by roll call vote, to agree to the partnership presented by Mrs. Sawyer, GCHS-04. Virginia Houston participated virtually and Daniel Spence was not present.

### **Closed Session**

A motion was made by Dr. Shelia Williams, seconded by Rodney Walton, and carried, as confirmed by roll call vote, 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). Virginia Houston participated virtually and Daniel Spence was not present.

Closed session began at 6:37 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston (virtually); 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. Dr. Amy Spencer, Chief Academic Officer, joined the closed session briefly. The Board and staff discussed personnel matters during the closed session.

A motion to come out of closed session was made by George Archuleta, seconded by Pam Pureza, 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 8:13 p.m.

### **Meeting Called to Back to Order by Chair - Open Session**

Chair Warden called the meeting to order at 8:16 p.m.

The following Board members were present and constituted a quorum:

Sharon Warden, Chair

Mr. George Archuleta

Mrs. Virginia Houston (Virtually)

Dr. Shelia Williams

Ms. Pam Pureza

Mr. Rodney Walton

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

Adrian Fonville, Deputy Chief Human Resources Officer

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

Upon the return to open session, Chair Warden requested approval to change the time of the July 12, 2021 special meeting to 8:00 a.m. A motion was made by Sharon Warden, seconded by Virginia Houston, and carried, as confirmed by roll call vote, to change the meeting time on July 12, 2021, to 8:00 a.m. Virginia Houston participated virtually and Daniel Spence was not present.

### **Excellent Educators Committee**

#### **Dr. Shelia Williams, Chair**

A motion was made by Dr. Shelia Williams, seconded by Rodney Walton, and carried, as confirmed by roll call vote, to take action on the personnel items discussed in closed session. Virginia Houston participated virtually and Daniel Spence was not present.

**11.Other**

No further business was shared by the board.

**12.Adjournment**

A motion was made by Dr. Shelia Williams, seconded by George Archuleta to adjourn. The meeting adjourned at 8:18 p.m.

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Chair

Secretary