

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
August 16, 2021 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met via livestream, on Monday, August 16, 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 (virtually)

Mr. Rodney Walton

Ms. Pam Pureza

Mr. Daniel Spence

The following staff members were present:

Dr. Eddie Ingram, Interim Superintendent

Rhonda James-Davis, Chief Human Resources Officer

Rachael Haines, Chief Finance Officer

Dr. Amy Spencer, Chief Academic Officer

Amanda Hill, Director of Transportation

Antoinette Reid, Director of Student Services

Marlene Wilkins, Director of Maintenance

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 George Archuleta, and carried, as confirmed by roll call, to approve the agenda. Dr. Shelia Williams was not present.

Closed Session

A motion was made by Sharon Warden, seconded Pam Pureza, and 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 5:03 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence; and Rodney Walton. Dr. Shelia Williams joined the board during closed session. The following staff members were present: Dr. Eddie Ingram, Interim Superintendent; Rhonda James-Davis, Chief Human Resources Officer; Bert Lane, Deputy Chief Academic Officer; Rachael Haines, Chief Finance Officer. The Board and staff discussed confidential personnel matters during the closed session.

A motion to come out of closed session was made by Daniel Spence, 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 5:55 p.m.

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:

Dr. Eddie Ingram, Interim Superintendent
Rachael Haines, Chief Finance Officer
Rhonda James-Davis, Chief Human Resources Officer
Dr. Amy Spencer, Chief Academic Officer
Bert Lane, Deputy Chief Academic Officer
Marlene Wilkins, Director of Maintenance
Tammy W. Sawyer, Director of Community Schools/PIO/Executive to the Superintendent and Board of Education
Principals
Teacher Representatives

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 Schedule of Fees (FBT-02), 2021-2022 Budget Resolution (FBT-03), and fundraisers (FBT-04), to the board, requesting the items be placed on the consent agenda for August 23, 2021.

Bert Lane, Deputy Chief Academic Officer, shared an update on After School Care (FBT-05) with the board. He shared that the program does not currently have the staff to open all sites. He shared that they are planning to open sites as staff become available. He also requested that the board consider approving pay increases for staff as well as hiring a part-time coordinator to assist with oversight of the program. At this time, they are planning to open Northside first, then Central.

Dr. Amy Spencer, Chief Academic Officer, presented the updated Early College Memorandum of Understanding for ECPPS and College of The Albemarle (FBT-06). Dr. Spencer requested FBT-06 be placed on the consent agenda for August 23, 2021.

Chair Warden presented a resolution on behalf of Visit Elizabeth City for the African American Experience of NENC (FBT-07). She requested the board place the resolution on the consent agenda for August 23, 2021.

A motion was made by Rodney Walton, seconded by George Archuleta, and unanimously carried, as

confirmed by roll call, to place the following items on the consent agenda for August 23, 2021: Schedule of Fees (FBT-02); Budget Resolution (FBT-03); Fundraisers (FBT-04); ECP Early College/COA MOU (FBT-06); African American Experience NENC Resolution (FBT-07).

Personalized Education Committee

Dr. Amy Spencer, Chief Academic Officer, shared an update on the ECPPS Virtual Learning Update (PE-01) with the board and requested it be approved during committee meetings. Virtual learning for ECPPS has been updated to provide more flexibility for students to participate when there are specific medical related needs. She included information regarding internet accessibility, the request process for virtual and the expectations for students and parents if approved for virtual. The board clarified that medical documentation from a provider would be necessary for consideration for approval. It was shared that principals would review the requests for their specific school and consider approvals based on requests and supporting documentation.

Pam Pureza made a motion, seconded by Rodney Walton, and unanimously carried, as confirmed by roll call vote, to accept the plan tonight. Pureza further stated that she was making the motion for the approval of virtual learning as presented during the meeting. She stated that she did not support teachers in the classroom having to teach online and in person. She additionally stated that as presented with the parameters given regarding medical need and going through every measure possible to ensure teachers will not have to teach online and in person, she would make the motion for approval.

Policy Code Committee

Tammy Sawyer, Director of Community Schools/PIO and Executive Assistant to the Superintendent and Board, presented information on policies which included:

Policy 7510, Leave, was updated since our last meeting to accurately reflect that sick leave and vacation leave are allowed to be taken in whole and half day increments.

Clarification on Policies 1710/4020/7230 and 7232 regarding the reference of 40 or older in each policy. These policies address discrimination prohibited under federal law—including age discrimination—and are necessary to fulfill federal legal requirements. More specifically, the Age Discrimination in Employment Act of 1967 prohibits employment discrimination against persons 40 years of age or older and protects certain applicants and employees 40-years-old and older from discrimination on the basis of age in hiring, promotion, firing, compensation, or terms, conditions, or privileges of employment. Additional information regarding age discrimination and federal law is available online from the Department of Labor and the Equal Employment Opportunity Commission.

Policy recommendations for Policy 5020 Visitors in the School and 5030 Community Use of Facilities. Policy 5020 continues to limit visitors inside school facilities; however, it does state that principals and the superintendent retain the authority to authorize or restrict visitors to school buildings as they find necessary to ensure and protect the health and safety of occupants of those buildings. The policy continues to allow volunteers to assist with extracurricular activities as well as entrance to the school buildings to access sporting events. If there is not an exterior entrance to a building, policy now allows for visitors to enter our facilities to proceed to the designated venue. Policy includes language that face coverings are required in accordance with district, local, state and federal mandates.

Policy 5030 has been updated to include the community use of outdoor facilities. Outdoor facilities will remain available for community use unless restrictions are mandated by local, state or federal regulations. Face coverings are not required outdoors.

Sawyer requested that the policy updates presented last month, along with the revisions to the leave policy, and the latest revisions to policy 5020 and 5030, be considered for placement on the consent agenda for approval on August 23, 2021.

A motion was made by Virginia Houston, seconded by George Archuleta, and unanimously carried, as confirmed by roll call vote, that the policies so referenced be placed on the consent agenda.

Excellent Educators

Rhonda James-Davis requested the board take action on the items presented in closed session.

A motion was made by Dr. Shelia Williams, and seconded by Pam Pureza, and carried, as confirmed by roll call vote, to accept the superintendent's recommendation for EE-01, Child Nutrition Increase. Dr. Shelia Williams abstained from voting on this item.

A motion was made by Dr. Shelia Williams, and seconded by George Archuleta, and carried, as confirmed by roll call vote, to accept the superintendent's recommendation for EE-02, After School Care Salary Increase.

A motion was made by Dr. Shelia Williams, and seconded by Rodney Walton, and carried, as confirmed by roll call vote, to accept EE-03, the superintendent's recommendations and report for personnel.

6.Other

No other business was discussed by the board.

7.Adjournment

A motion was made by George Archuleta, seconded by Pam Pureza, and carried, as confirmed by roll call vote, to adjourn the meeting. The meeting ended at 7:32 p.m.

Chair

Secretary