

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
October 18, 2021 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at Pasquotank Elementary School and via livestream, on Monday, October 18, 2021, at 5:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair
George Archuleta
Virginia Houston
Rodney Walton (Virtually)

Pam Pureza
Daniel Spence
Dr. Shelia Williams

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
Marlene Wilkins, Director of Maintenance
Delishia Moore, ECMS Principal
Simona White, PES Principal
Stephanie Ambrose, PWM Principal
Jamie Liverman, Director of Exceptional Children
Cassandra Young, ECPPS Co-Head Nurse
Amanda Meads, ECPPS Co-Head Nurse
Tammy W. Sawyer, Director of Community Schools/PIO
Executive Asst to the Superintendent and Board

Others in attendance:

John Leidy, School Board Attorney
Jim O'Rourke, NCSBA Representative

1.Meeting Called to Order by Chair

Chair Warden called the meeting to order at 5:04 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

A motion was made by Sharon Warden, seconded by Daniel Spence, and unanimously carried, as confirmed by roll call, to approve the agenda for October 18, 2021, as presented. Rodney Walton participated virtually.

5.Agenda Items

NCSBA Superintendent Search Presentation

Jim O'Rourke from the North Carolina School Boards Association (NCSBA) shared information with the board about the services provided through NCBSA for the superintendent search. He also shared a tentative timeline for the process. Mr. O'Rourke presented a consulting agreement for the board to consider for approval.

A motion was made by Sharon Warden, seconded by Pam Pureza, and unanimously carried, as confirmed by roll call, to approve the Consulting Agreement as presented by the North Carolina School Boards Association. Rodney Walton participated virtually.

Financial, Business, and Technology Committee

Sharon Warden, Chair

The Board reviewed the latest maintenance report provided by Marlene Wilkins, Director of Maintenance.

Rachael Haines, Chief Finance Officer, presented a Finance Report (FBT-02), budget amendments (FBT-03), fundraisers (FBT-04), a middle school camera system quote (FBT-05) and a quote for Pioneer Valley Books (FBT-06) to the board. She requested items FBT-03, FBT-04, and FBT-05 be placed on the consent agenda for October 25, 2021. She further requested immediate approval of FBT-06 during committee meetings.

A motion was made by Rodney Walton, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to put on the agenda for Monday, the consent agenda, items FBT-03, FBT-04, FBT-05. Rodney Walton participated virtually.

A motion was made by Rodney Walton, seconded by Daniel Spence, and unanimously carried, as confirmed by roll call, to approve FBT-06 as presented. Rodney Walton participated virtually.

Personalized Education Committee

Pam Pureza, Chair

Dr. Amy Spencer introduced the principals presenting their Consolidated School Improvement Plans for 2021-2022 during committee meetings. The following principals presented their plans to the board for consideration: Principal Delishia Moore, ECMS; Principal Stephanie Ambrose, P.W. Moore; and Principal Simona White, Pasquotank Elementary. Following the presentations, Dr. Spencer requested the board to place the three plans on the consent agenda for Monday, October 25, 2021, for approval.

A motion was made by Rodney Walton, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to place the improvement plans for Elizabeth City, Pasquotank Elementary, and P.W. Moore Elementary on the consent agenda for Monday night. Rodney Walton participated virtually.

Global Citizens and Healthy Students Committee

George Archuleta, Chair

Cassandra Young and Amanda Meads, Co-Head Nurses with ECPPS, presented an update on quarantine and isolation protocols currently in place. They also highlighted a new form letter that nurses are sharing with families that provides confirmation of the details of the quarantine or isolation information.

Dr. Ingram updated the board on safety measures that we are considering implementing such as metal detectors at secondary school entrances and clear bag/no bag protocols at athletic events. He further shared that we may also consider adding the clear bag/no bag protocol for other school

sponsored activities at a later time. He reminded the board that we are currently utilizing metal detectors at football game entrances and it has been received well. The safety measures being considered will be shared with families in advance so they are aware of the protocols being implemented.

Policy Code Committee

Virginia Houston, Chair

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

Policy 4231/5021/7263 requires monthly review and adoption by the board in compliance with Session Law 2021-130, specifically section 10. She reviewed the policy with the board and requested it be placed on the consent agenda for approval on October 25, 2021. She also shared a new set of policy updates with the board for the first-read and will bring any updates to them at the November committee meetings.

A motion was made by Virginia Houston, seconded by Pam Pureza, and unanimously carried, as confirmed by roll call vote, to place Policy 4231/5021/7263 Face Coverings on the consent agenda for Monday's meeting. Rodney Walton participated virtually.

Closed Session

A motion was made by Dr. Shelia Williams, seconded by George Archuleta, and carried, as confirmed by roll call, for the Board to go into closed session as allowed by N.C. General Statute 143-318.11(a)(6) for the purpose of considering one or more personnel matters that are confidential under N.C. General Statute 115C-320; and as allowed by N.C. Statute 143-318.11(a)(3) to consult with the Board Attorney regarding matters protected by the attorney/client privilege and to preserve that privilege. Rodney Walton participated virtually.

Closed session began at 6:52 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence; and Rodney Walton (virtually). The following staff members were present: Dr. Eddie Ingram, Interim Superintendent; Rhonda James-Davis, Chief Human Resources Officer. John Leidy, School Board Attorney, was also in attendance. The Board and staff discussed confidential personnel matters during the closed session.

A motion to come out of closed session was made by Pam Pureza, seconded by Dr. Shelia Williams, and unanimously carried. Rodney Walton participated virtually. 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 8:19 p.m.

Meeting Called to Back to Order by Chair - Open Session

Chair Warden called the meeting to order at 8:25 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

George Archuleta

Virginia Houston

Dr. Shelia Williams

Ms. Pam Pureza

Daniel Spence

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

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

Others in attendance:

John Leidy, School Board Attorney

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A motion was made by Dr. Shelia Williams, seconded by Daniel Spence, and carried, as confirmed by roll call vote, to accept the Superintendent's Report and Recommendation for Personnel as presented. Rodney Walton was not present.

6.Other

No other business was discussed by the board.

7.Adjournment

A motion was made by Pam Pureza and unanimously carried to adjourn the meeting. The meeting ended at 8:27 p.m.

Chair

Secretary