

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
October 25, 2021 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met at Pasquotank Elementary School and via livestream, on Monday, October 25, 2021, at 6:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair  
George Archuleta  
Virginia Houston  
Daniel Spence

Pam Pureza  
Rodney Walton

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  
Jim Schiffbauer, Weeksville Elementary Principal  
Amy Fyffe, ECP Early College Principal  
Tammy W. Sawyer, Director of Community Schools/PIO  
Executive Asst to the Superintendent and Board

Others present:

John Leidy, School Board Attorney

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

Chair Warden called the meeting to order at 6:09 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. Dr. Shelia Williams was not present.

**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 Sharon Warden, seconded by Rodney Walton, and carried, as confirmed by roll call, to approve the October 25, 2021 regular meeting agenda. Dr. Shelia Williams was not present.

**6.Superintendent's Report**

Dr. Eddie Ingram, Interim Superintendent, shared the Superintendent's Report. The report included: an update on the completion of the first round of evaluations for principals; congratulations to Amy Fyffe, 2022 Principal of the Year for the ECPPS; notice of an upcoming capital projects presentation

to the county commissioners, looking forward to the professional development session with the board on Saturday, November 6th; Barnett Berry will present to the board on November 15th, to introduce Whole Child Community Schooling; and an update on our COVID numbers which appear to be leveling off.

### **7. Approval of Minutes**

A motion was made by George Archuleta, seconded by Rodney Walton, and carried, as confirmed by roll call vote, to approve the minutes from September 27, 2021, and October 18, 2021, as presented. Dr. Shelia Williams was not present.

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

The following individuals addressed the board during the public comment agenda item:

Tony Sawyer, Rick Durren and Shawn Tolson appeared in person to address the board regarding Tony Sawyer's volunteer status. Cheryl Douglas appeared in person to address the board regarding staff concerns that included school security, teachers covering during planning, technology devices, and transparency.

### **9. Consent Agenda**

A motion was made by Rodney Walton, seconded by Virginia Houston, and carried, as confirmed by roll call vote, to approve the consent agenda items - Budget Amendments; Fundraisers; Middle School Camera System Quote; Consolidated School Improvement Plans for ECMS, PES and P.W. Moore; and Face Coverings Update. Dr. Shelia Williams was not present.

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

#### **Personalized Education Committee**

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

Principals Schiffbauer and Fyffe presented their respective school's Consolidated Improvement Plan.

A motion was made by Pam Pureza, seconded by George Archuleta, and carried, as confirmed by roll call vote, to approve PE-04 which was the plan for Weeksville Elementary and PE-05 which was the plan for the Early College that were presented tonight. Dr. Shelia Williams was not present.

### **Closed Session**

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

Closed session began at 6:44 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence; and Rodney Walton. The following staff members were present: Dr. Eddie Ingram, Interim Superintendent and Rhonda James-Davis, Chief Human Resources Officer. John Leidy, School Board Attorney, and Tammy Sawyer, Director of Community Schools/PIO/Executive Assistant to the Superintendent and Board. The Board and staff discussed personnel matters during the closed session.

A motion to come out of closed session was made by Pam Pureza, seconded by Rodney Walton, 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. Dr. Shelia Williams was not present. Closed session ended at 7:56 p.m.

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

Chair Warden called the meeting to order at 8:07 p.m. The livestream would not connect so the meeting was recorded and posted at a later time.

The following Board members were present and constituted a quorum:

Sharon Warden, Chair  
George Archuleta  
Virginia Houston  
Rodney Walton

Pam Pureza  
Daniel Spence

The following staff members were present:

Dr. Eddie Ingram, Interim Superintendent  
Rachael Haines, Chief Finance Officer  
Dr. Amy Spencer, Chief Academic Officer  
Rhonda James-Davis, Chief Human Resources 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

**Excellent Educators Committee**

**Dr. Shelia Williams, Chair**

A motion was made by Pam Pureza, seconded by George Archuleta, and carried, as confirmed by roll call vote, to accept the Superintendent’s Report and Recommendations for Personnel as presented during closed session. Dr. Shelia Williams was not present.

A motion was made by Pam Pureza, seconded by Virginia Houston, and carried, as confirmed by roll call vote, that we create positions to hire permanent substitutes at each school with the exception of the early college and H.L. Trigg. Dr. Shelia Williams was not present.

**11.Other**

No further business was shared by the board.

**12.Adjournment**

A motion was made by Pam Pureza, seconded by George Archuleta, and carried to adjourn. The meeting adjourned at 8:11 p.m.

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Chair

Secretary