

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
December 6, 2021 – Organizational Meeting**

The Elizabeth City-Pasquotank Board of Education met on Monday, December 6, 2021, at 5:00 p.m. for the annual organizational meeting. The meeting was held at Pasquotank Elementary School and was also available via livestream at [www.ecpps.k12.nc.us](http://www.ecpps.k12.nc.us). The following Board members were present and constituted a quorum:

Sharon Warden, Chair  
George Archuleta  
Virginia Houston  
Daniel Spence

Pam Pureza  
Rodney Walton  
Dr. Shelia Williams (Virtual)

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 Asst to Superintendent and Board

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

Chair Warden called the meeting to order at 5:00 p.m.

**2.Roll Call**

Tammy Sawyer called the roll and recorded members in attendance for the meeting. Dr. Shelia Williams participated virtually.

**3.Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest**

Tammy Sawyer 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 the Agenda**

A motion was made by Virginia Houston, seconded by George Archuleta, and carried as confirmed by roll call, to approve the agenda for December 6, 2021. Dr. Shelia Williams participated virtually, but was unable to vote on this item due to connectivity.

**5.Board Reorganization**

Chair Warden turned the meeting over to Interim Superintendent Ingram for the purpose of Board Reorganization. Dr. Ingram asked for nominations for the position of Board Chair. George Archuleta nominated Pam Pureza for Board Chair. Mrs. Pureza declined the nomination. Rodney Walton nominated Sharon Warden for Board Chair.

A motion was made by Virginia Houston, seconded by Rodney Walton, and unanimously carried, as confirmed by roll call, to close the nominations for the position of Board Chair. Dr. Shelia Williams participated virtually.

The Board further voted unanimously, as confirmed by roll call, to elect Sharon Warden as Board Chair. Shelia Williams participated virtually.

Interim Superintendent Ingram turned the meeting over to Chair Warden for the election of Vice-Chair. Chair Warden asked for nominations for the position of Board Vice-Chair. George Archuleta nominated Dr. Shelia Williams for Board Vice-Chair.

A motion was made by Virginia Houston, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to close the nominations for the position of Board Vice-Chair. Dr. Shelia Williams participated virtually.

A motion was made by Virginia Houston, seconded by Rodney Walton, and unanimously carried, as confirmed by roll call, to elect Dr. Shelia Williams for the position of Board Vice-Chair. Dr. Shelia Williams participated virtually.

## **6.Other**

### **Calendar Revision**

Interim Superintendent Ingram proposed a calendar change that would make December 17, 2021, the last day for students for the winter break. Monday, December 20, and Tuesday, December 21, would be optional teacher workdays. He further shared that principals were in agreement with the proposed change. Dr. Spencer shared that we have enough hours to make this change possible with additional time left to use as needed. There was discussion regarding the change limiting the number of hours available for inclement weather. Staff shared that we have five remote learning days built into the calendar for inclement weather and that we would still have hours remaining if needed.

A motion was made by Daniel Spence, seconded by Rodney Walton, and unanimously carried, as confirmed by roll call, to accept the calendar change as presented by Dr. Ingram. Shelia Williams participated virtually.

### **Student Board of Education Representative**

Chair Warden reminded the ad hoc committee to begin this planning process and requested information be shared during the January committee meetings. Committee Chair, Pam Pureza, introduced the committee which includes George Archuleta and Rodney Walton.

Daniel Spence requested an update regarding a memo to Jerry Newell requesting EMS services for athletics. Dr. Ingram shared that we are working through particulars, but are moving forward with scheduling EMS services for athletics.

## **7.Adjournment**

A motion was made by George Arculeta, seconded by Daniel Spence, and unanimously carried, as confirmed by roll call, to adjourn the meeting. Shelia Williams participated virtually. The meeting adjourned at 5:16 p.m.