

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
December 13, 2021 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, December 13, 2021, at 5:00 p.m. 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

Dr. Shelia Williams, Vice-Chair

Rodney Walton

George Archuleta

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

Shelia Hughes, Director of CTE

Marlene Wilkins, Director of Maintenance

Tammy W. Sawyer, Director of Community Schools/PIO

Executive Asst to Superintendent and Board

Others present:

Johnny Hallow, School Board Attorney Representative

Jerry Newell, Chief, Pasquotank-Camden EMS

Jamar Whitaker, Operations Manager, Pasquotank-Camden EMS

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

Chair Warden called the meeting to order at 5:12 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. Pam Pureza and Virginia Houston were not present.

### **4.Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest**

Sharon Warden 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 George Archuleta, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call, to approve the December 13, 2021, regular meeting agenda. Pam Pureza and Virginia Houston were not present.

### **6.Superintendent's Report**

Dr. Eddie Ingram, Interim Superintendent, shared the Superintendent's Report. The report included: an thank you to staff for the recent accreditation process, an EMS update regarding athletics, highlight of winter concerts/performances taking place, recognition of a \$50,000 grant received by Parks and Recreation to complete upgrades to fields behind Sheep-Harney Elementary. Jerry Newell shared additional information with the board regarding the EMS services that will be available for athletics.

Dr. Ingram recognized students whose artwork was selected for the ECPPS Holiday Card for 2021. Student recognitions included: Cameron Felton (CES), Hannah Godfrey (CES), Addie Harris (JCS), Shaylee Hegge (JCS), Ariella Carrasquillo (NES), India Wiggins (NES), Zahrianna Crutch (PES), Sofia Valladares (PES), Josiah Henderson (SH), Miguel Williams (SH), Samuel Adedeji (WES), Hailey Sanders (WES), Max Cadlelas-Ramirez (ECMS), Richard Huynh (ECMS), Alysha Moser (RRMS), Emily Crumpler (PCHS), and Kristin Holcomb (PCHS).

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

A motion was made by Daniel Spence, seconded by George Archuleta, and carried, as confirmed by roll call vote, to approve the minutes from November 22, 2021, as presented. Pam Pureza and Virginia Houston were not present.

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

Anthony Sawyer participated in the public comment portion of the meeting regarding his background as well as his filing for a seat on the Board of Education.

#### **9. Agenda Items**

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

###### **Sharon Warden, Chair**

Shelia Hughes presented information to the board regarding the Harris Farm Lease Agreement. This agreement is up for renewal and requires board approval. A motion was made by Rodney Walton, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call, to approve the Harris Farm Lease Agreement as presented. Pam Pureza and Virginia Houston were not present.

Marlene Wilkins presented the Maintenance Report for December. There were no questions regarding the report. Ms. Wilkins also presented four Trane HVAC service agreements for approval by the board. A motion was made by Rodney Walton, seconded by George Archuleta, and carried, as confirmed by roll call, to approve the Trane HVAC service agreements as presented. Pam Pureza and Virginia Houston were not present.

Rachael Haines presented fundraisers and the budget calendar for approval by the board. A motion was made by George Archuleta, seconded by Rodney Walton, and carried, as confirmed by roll call, to approve the fundraisers and budget calendar as presented. Pam Pureza and Virginia Houston were not present.

Sharon Warden shared updates for the meeting times for January and added professional development prior to the January 18th and 24th meetings. The board will meet at 4:30 p.m. on January 18th and 24th for professional development. Both meetings of the board for January will begin at 6:00 p.m. A motion was made by Sharon Warden, seconded by Rodney Walton, and carried, as confirmed by roll call, to approve the revised meeting times and additional professional development times for January as presented. Pam Pureza and Virginia Houston were not present.

**Policy Code Committee**  
**Virginia Houston, Chair**

Tammy Sawyer requested the board reaffirm Policy 4231/5021/7263 Face Coverings without revision. There was discussion surrounding face coverings and athletics and the difficulty of wearing masks during active participation/competition. A motion was made by Rodney Walton, seconded by Daniel Spence, and carried, as confirmed by roll call vote, to approve to keep Policy 4231/5021/7236 Face Coverings in place for sporting events unless you have an athlete actually participating in an event.

After discussion, School Board Attorney Representative, Johnny Hallow, assisted the board with a motion to amend the policy to allow athletes to remove their face covering during active participation/competition in sports. A motion was made by Rodney Walton, seconded by Daniel Spence, and carried, as confirmed by roll call, to rescind the original motion made by Mr. Walton. A new motion was made by Rodney Walton, seconded by Daniel Spence, and carried, as confirmed by roll call, to reaffirm Policy 4231/5021/7236 Face Coverings, but to amend the policy to make masks mandatory for student athletes at school sporting events and practices unless a student athlete is actively participating in a school sporting event or practice. Pam Pureza and Virginia Houston were not present.

**Closed Session**

A motion was made by Dr. Shelia Williams, 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. Pam Pureza and Virginia Houston were not present.

Closed session began at 7:00 p.m. The following Board Members were present: Sharon Warden, George Archuleta, Daniel Spence, Rodney Walton, and Dr. Shelia Williams. Pam Pureza and Virginia Houston were not present. The following staff members were present: Dr. Eddie Ingram, Rhonda James-Davis, and Tammy Sawyer (virtually). Johnny Hallow, School Board Attorney Representative, was also in attendance for the closed session. The Board and staff discussed personnel matters during the closed session.

A motion to come out of closed session was made by Rodney Walton, seconded by Daniel Spence, 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. Pam Pureza and Virginia Houston were not present. Closed session ended at 7:59 p.m.

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

Chair Warden called the meeting to order at 8:03 p.m.

The following Board members were present and constituted a quorum:

Sharon Warden, Chair

Dr. Shelia Williams, Vice-Chair  
Rodney Walton

George Archuleta  
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 Asst to Superintendent and Board

Others present:

Johnny Hallow, School Board Attorney Representative

### **Excellent Educators Committee**

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

Interim Superintendent Ingram requested the board accept the recommendations for employment as presented by staff during the closed session.

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 Recommendations for Personnel as presented. Pam Pureza and Virginia Houston were not present.

### **11.Other**

No further business was shared by the board.

### **12.Adjournment**

The meeting adjourned at 8:05 p.m.

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Chair

Secretary