

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
October 17, 2022 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at the Education Building and via livestream, on Monday, October 17, 2022, at 5:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair	
Dr. Shelia Williams, Vice-Chair (Arrived at 5:25p.m.)	Pam Pureza
George Archuleta	Daniel Spence
Virginia Houston	Rodney Walton (not present)

The following staff members were present:

Dr. Keith Parker, Superintendent
 Bert Lane, Executive Director of Federal Programs & Grants
 Meredith Collins, Executive Director of Accounting Services
 Amber Godfrey, Director of Technology Services
 Marlene Wilkins, Director of Maintenance
 Adrian Fonville, Executive Director of Secondary Schools
 Pam Parker, Executive Assistant to the Superintendent & Board of Education

Others in attendance:

John Leidy, School Board Attorney

1. Meeting Called to Order by Chair

Chair Warden called the meeting to order at 5:10 p.m. Chair Warden asked for a moment of silence for the family that lost their loved one. This has affected many of our staff members, families and friends.

2. Roll Call

Pam Parker called the roll and recorded members in attendance for the meeting. Dr. Shelia Williams and Rodney Walton were not present.

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 Pam Pureza, seconded by Daniel Spence, and carried, as confirmed by roll call, to approve the agenda for October 17, 2022, as presented.

5. Agenda Items

Financial, Business, and Technology Committee

Sharon Warden, Chair

Amber Godfrey presented FBT-01 (Technology Surplus). Mr. Spence asked what happens to the surplus once it leaves the district. Mr. Spence asked if these items could be given to organizations to sell the parts and receive the funds. Ms. Godfrey stated that is something she would look into. Ms. Godfrey stated we do sell iPads back to vendors for parts and we do receive credit to our account.

Marlene Wilkins presented FTB-02 (Maintenance Report).

Mr. Archuleta asked about bids for contracted services. Ms. Wilkins stated she does get bids for equipment such as HVAC and Chiller compressor repairs. Chair Warden asked Ms. Wilkins for an update on the NHS parking lot. Ms. Wilkins stated it would probably be in the summer before DOT could begin.

Closed Session

A motion was made by Virginia Houston, 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.

Board will resume the open session/livestream following the closed session.

Excellent Educators Committee

Dr. Shelia Williams, Chair

Chair Warden requested approval of the Superintendent's Report and Recommendation for Personnel as presented in closed session. A motion was made by Dr. Shelia Williams, seconded by Pam Pureza, and carried, as confirmed by roll call vote, to accept the Superintendent's Report and Recommendation for Personnel as presented.

Ms. Pureza stated they had two successful ethics training days with the student board members, alternate board members and their principals.

Mr. Archuleta commended Nick Stanley for organizing the band competition.

7.Adjournment

A motion was made by George Archuleta, seconded by Daniel Spence, and carried to adjourn the meeting. The meeting ended at 6:30 p.m.

Chair

Secretary