

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
December 19, 2022 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, December 19, 2022, at 5:30 p.m. The meeting was held at Central 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:

Daniel Spence, Chair  
Dr. Shelia Williams, Vice-Chair  
Angela Cobb  
Tommy Old

Pam Pureza  
Rodney Walton  
Sharon Warden

The following staff members were present:

Dr. Keith Parker, Superintendent  
Rhonda James-Davis, Associate Superintendent  
of Human Resources & Auxiliary Services  
Rachael Haines, Assistant Superintendent of Finance  
Adrian Fonville, Executive Director of Secondary Schools  
Sammy Fudge, Executive Director of Elementary Schools  
Jamie Liverman, Executive Director of Exceptional Children  
Dexter Jackson-Heard, Director of Communications & Community Schools  
Amber Godfrey, Director of Technology  
Antoinette Reid, Director of Student Services  
Sheila Hughes, Director of CTE  
Nina Griffin, Director of Testing & Accountability  
Meredith Collins, Executive Director of Accounting Services  
Marlene Wilkins, Director of Maintenance  
Tammy Reinhart, Director of School Nutrition  
LaShekia Brothers, Principal Central Elementary School  
Kim Whitehurst, Assistant Principal Central Elementary School  
Nick Stanley, Band Director Pasquotank County High School  
Holly Weiss, PCHS Student Board Member Representative  
Gracie Wooten, NHS Student Board Member Representative  
Pam Parker, Executive Asst. to Superintendent and Board

Others present:

John Leidy, School Board Attorney

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

Chair Spence called the meeting to order at 5:33 p.m.

**2. Pledge of Allegiance and Moment of Silence**

Chair Spence led the Pledge of Allegiance and requested a moment of silence.

**3. Roll Call**

Pam Parker called the roll and recorded members in attendance for the meeting.

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

Dr. Shelia Williams 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 Tommy Old, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call, to approve the December 19, 2022 meeting agenda.

#### **6. Performance by Pasquotank County High School Band**

Mr. Nick Stanley, Pasquotank County High School Band Director, along with the band performed several songs before the Board of Education and Central Elementary School.

#### **7. Recognitions**

Daniel Spence, Board Chair, introduced LaShekia Brothers, Principal of Central Elementary School, as she shares recognitions from her school.

Ms. LaShekia Brothers, Principal, and Ms. Kim Whitehurst, Assistant Principal recognized staff, and students. Mr. Johnson, Head Custodian, was recognized not only for his custodial position, but honored for his instructional leadership in the building as well.

#### **8. Instructional Highlights**

Ms. Brothers shared information on instructional learning at Central Elementary School. Ms. Brothers shared how the differentiation of each student's needs are met. Ms. Brothers discussed another strategy is Interactive Notebook. Ms. Brothers stated these components along with other tools help with summarizing and notetaking, building reading stamina and math/number sense. Ms. Brothers stated her staff is providing all the resources to make students successful this year.

#### **9. Superintendent's Report**

Dr. Keith Parker, Superintendent, thanked Central Elementary School and the staff for attending tonight. Dr. Parker thanked Ms. Brothers and Ms. Whitehurst for organizing the videos. He also thanked Mr. Nick Stanley and the Pasquotank County High School band for their performance tonight. Dr. Parker stated he had the opportunity to attend the Northeastern High School and Pasquotank County High School joint band concert.

Dr. Parker wished everyone a wonderful holiday, Merry Christmas, and Happy New Year. Dr. Parker thanked all of the teachers, employees and staff for all the work they have done this year. Dr. Parker encouraged everyone to spend time with family. Dr. Parker stated Wednesday, December 21st is the last school day and it will be an early release day. Dr. Parker stated January 5th, will be the first day for students to return.

#### **10. Student Board Members Report**

Holley Weiss, student representative from Pasquotank County High School shared an update of the club activities. Holley stated DECA and FFA have been fundraising and the Key Club has been active volunteering at the Food Bank. Holley also shared other news regarding DECA, marching band, COA courses, National Board Certification teacher renewal, JV Boys basketball team, swim team, and finishing exams. Holley wished everyone a great holiday break and looked forward to seeing everyone in January.

Grace Wooten, representative from Northeastern High School, shared an update on the Gingerbread activity she was able to do with K-1 students at Central Elementary School. Grace stated exams are

finishing up and thanked all her teachers who have taught her. Grace stated she would like to shine a light on the incident that happened at Northeastern High school a few weeks ago. Grace thanked all the first responders that showed up. Grace wished everyone a great holiday.

### **11. Approval of Minutes**

A motion was made by Angela Cobb, seconded by Rodney Walton, and carried, as confirmed by roll call vote, to approve the minutes from November 28th, and December 5th, 2022.

### **12. Public Comment** (*Citizen Comments to the Board*)

There were no public comments.

### **13. Other Agenda Items**

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

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

Ms. Haines presented the FBT-01 (Fundraisers), FBT-02 (Budget Amendments #103, 303, and 401), FBT-03 (2023-2024 Budget Preparation Calendar)

A motion was made by Sharon Warden and seconded by Pam Pureza, and unanimously carried, as confirmed by roll call vote, to approve FBT-01 (Fundraisers), FBT-02 (Budget Amendments #103, #303 and #401) FBT-03 (2023-2024 Budget Preparation Calendar)

Marlene Wilkins presented the Maintenance Monthly Report.

### **14. Closed Session**

A motion was made by Dr. Shelia Williams, seconded by Rodney Walton, 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.

Closed session began at 6:25 p.m. The following Board Members were present: Daniel Spence, Dr. Shelia Williams, Angela Cobb, Tommy Old, Rodney Walton, and Sharon Warden. The following staff members were present: Dr. Keith Parker, and Rhonda James-Davis. John Leidy, School Board Attorney, was also in attendance. The Board and staff discussed confidential personnel matters during the closed session.

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

Chair Spence called the meeting to order at 7:50 p.m.

The following Board members were present and constituted a quorum:

Daniel Spence, Chair	Pam Pureza
Dr. Shelia Williams, Vice-Chair	Rodney Walton
Angela Cobb	Sharon Warden
Tommy Old	

The following staff members were present:

Dr. Keith Parker, Superintendent  
Rhonda James-Davis, Associate Superintendent

Dexter Jackson-Heard, Director of Communications & Community Schools  
Pam Parker, Executive Assistant to the Superintendent and Board

**Excellent Educators Committee**

**Dr. Shelia Williams, Chair**

Dr. Parker requested the board approve the superintendent's personnel recommendations as presented by staff during the closed session.

A motion was made by Dr. Shelia Williams, seconded by Angela Cobb, and carried, as confirmed by roll call vote, to accept the Superintendent's Report for Personnel as presented.

**15. Other**

**16. Adjournment**

A motion was made by Pam Pureza, seconded by Tommy Old, and carried, as confirmed by show of hands, to adjourn the meeting. The meeting adjourned at 7:53 p.m.

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Chair

Secretary