

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
September 19, 2022 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at Central Elementary School and via livestream, on Monday, September 19, 2022, at 5:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair	
Dr. Shelia Williams, Vice-Chair	Pam Pureza
George Archuleta	Daniel Spence
Virginia Houston	Rodney Walton (Virtual)

The following staff members were present:

Dr. Keith Parker, Superintendent
Rhonda James-Davis, Associate Superintendent
Human Resources & Auxiliary Services
Rachael Haines, Assistant Superintendent of Finance
Sammy Fudge, Executive Director of Elementary Schools
Pam Parker, Executive Assistant to the Superintendent

Others in attendance:

John Leidy, School Board Attorney

1. Meeting Called to Order by Chair

Chair Warden called the meeting to order at 5:04 p.m.

2. Roll Call

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

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 George Archuleta, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call, to approve the agenda for September 19, 2022, as presented. Rodney Walton participated virtually.

5. Agenda Items

Financial, Business, and Technology Committee

Sharon Warden, Chair

Rachael Haines presented FBT-01 (Rental Report); FBT-02 (Purchase Orders over \$30,000 for August 2022); and FBT-03 (Fundraisers)

Ms. Haines requested FBT-03 (Fundraisers) be placed on the consent agenda.

A motion was made by Virginia Houston, seconded by Pam Pureza, and carried, as confirmed by roll call, be placed FBT-03 (Fundraisers) on the consent agenda. Rodney Walton participated virtually.

Dr. Parker shared an update on the maintenance report provided by Marlene Wilkins.

6. Policy Committee (PC)
Virginia Houston, Chair

Ms. Virginia Houston shared the modifications to Policy #2237 Appointments to the College of the Albemarle Board of Trustees. Modification 1: In addition to this posted notification, there will be a posted list of Trustee Expectations taken from the College of the Albemarle's Board of Trustees Bylaws Manual (Section 4, page 19) as well as a link to the Manual in its entirety. Candidates are strongly encouraged to review these documents before submitting a letter of interest. Modification 2: Trustees who serve two consecutive full terms will be eligible for reappointment if such trustee is interested in continuing his/her appointment and in turn has been requested to serve by the President and Board of Trustees of COA.

A motion was made by Pam Pureza, seconded by Virginia Houston, and carried, as confirmed by roll call. Rodney Walton participated virtually.

Closed Session

A motion was made by Dr. Shelia Williams, 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. The board will resume the open session livestream following the closed session.

Excellent Educators Committee
Dr. Shelia Williams, Chair

Superintendent Parker 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 Virginia Houston, and carried, as confirmed by roll call vote, to accept the Superintendent's Report and Recommendation for Personnel as presented. Rodney Walton participated virtually.

7. Adjournment

A motion was made by George Archuleta, seconded by Pam Pureza, and carried to adjourn the meeting. The meeting ended at 7:24 p.m. Rodney Walton participated virtually.

Chair

Secretary