

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
May 22, 2023 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, May 22, 2023, at 6:00 p.m. The meeting was held at Northside 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 and Auxiliary Services  
Rachael Haines, Assistant Superintendent of Finance  
Adrian Fonville, Executive Director of Secondary Schools  
Sammy Fudge, Executive Director of Elementary Education  
Meredith Collins, Executive Director of Accounting Services  
Dexter Jackson-Heard, Director of Communications & Community Schools  
Amber Godfrey, Director of Technology  
Marlene Wilkins, Director of Maintenance  
Antoinette Reid, Director of Student Services  
Jessica Prayer, Principal, Northside Elementary School  
Alberta Wandell, Teacher Northside Elementary School  
Sandy Kinzel, Pre-K Coordinator  
John Lee, Pasquotank County High School Art Teacher  
Gracie Wooten, NHS Student Board Member Representative  
Pam Parker, Executive Assistant to Superintendent and Board

Others present:

Johny Hallow, School Board Attorney

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

Chair Spence called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance and 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**

Pam Pureza 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 Sharon Warden, seconded by Pam Pureza, and carried, as confirmed by roll call, to approve the May 22, 2023 meeting agenda. Rodney Walton was not present.

## **6. Recognitions**

Dr. Parker welcomed everyone to Northside Elementary School. Dr. Parker also thanked Ms. Prayer and her staff for hosting the Board meeting tonight. Dr. Parker stated we are recognizing several staff from Northside Elementary, Pasquotank County High School and the Pre-K program which has recently gone through a certification process. Dr. Parker introduced Ms. Sandy Kinzel who has been serving as the interim director of the Pre-K program and thanked her for her work over the past few months.

Ms. Kinzel shared the results of the recent evaluation using the ECERS instrument which is an early childhood environmental rating scale. Ms. Kinzel stated this program is a tool that's been used to conduct program assessments required for star rated licenses since 1999. Ms. Kinzel stated ECERS provides a structure for assessing the quality of an early childhood environment on a seven point scale across 37 items in six different categories. Ms. Kinzel stated in order to be eligible for a star rated license in North Carolina programs must score at least an average of five. Ms. Kinzel stated you receive feedback from the evaluator and the NCDCEE consultant which provides technical support. Ms. Kinzel stated programs must participate in the ECERS evaluation in order to renew their license every three years. Ms. Kinzel stated teachers prepare for the ECERS review by studying the scales and completing the self-assessments of their classroom environment. She stated no one knows which classroom is going to be selected. Ms. Kinzel stated several teachers were chosen for the classroom visit. Ms. Kinzel stated ECPPS Pre-K teachers and staff successfully met the standards, achieving a 5 star license. Ms. Kinzel stated Mrs. Jennifer Lee is an amazing leader and is to be commended for laying a strong foundation and ensuring teachers were prepared. Ms. Kinzel recognized the ECPPS Pre-K staff with certificates.

Mr. John Lee, Art teacher at Pasquotank County High School, recognized several students who participated in the Congressional Art competition.

Ms. Jessica Prayer, Principal of Northside Elementary School recognized several students and staff at Northside Elementary School.

Pam Pureza, Board member shared in 2022 the Board of Education adopted a policy to appoint student board members to the board. Mrs. Pureza stated this year, we've had the privilege of having Miss Holley Weiss from Pasquotank County High School and Miss Gracie Wooten from Northeastern High School to serve in this capacity. Mrs. Pureza stated these ladies have the distinction to be able to say they are the first ever student board members for ECPPS. Mrs. Pureza stated this is their last official meeting with us, and we look forward to seeing all the wonderful things you are going to do. Mrs. Pureza presented the ladies with certificates of appreciation.

## **7. Instructional Highlights**

Ms. Prayer stated one thing that we take pride in here at Northside is making sure our students' needs are met. Ms. Prayer stated teachers work extremely hard gathering students' interest to tie with instruction. Ms. Prayer shared a video of the highlights and best interests of students in their learning styles.

## **8. Superintendent's Report**

Dr. Keith Parker, Superintendent, thanked Ms. Prayer for the video and the work that's going on at Northside Elementary School. Dr. Parker shared a few things that may be helpful to our parents,

students and community. First, Dr. Parker stated we are so proud of the 14 graduates from the Elizabeth City Pasquotank Early College. Dr. Parker stated each student received credits from courses they had taken at College of The Albemarle. Dr. Parker thanked all the staff, students and parents that really worked to make those graduates have a successful day.

Dr. Parker stated we are looking forward to our two remaining high school graduations. Dr. Parker stated Pasquotank County High School's graduation will be on June 2nd, 7pm at the Vaughan Center and Northeastern High School's graduation will be Saturday, June 3rd, at 10:00 a.m. at the Vaughan Center. Dr. Parker thanked Rev. Jason Wise, Berea Baptist Church for hosting the annual Baccalaureate service. Dr. Parker shared award ceremonies at our schools, recognizing academic achievement and scholarships. Dr. Parker stated all three of our schools have some extremely bright young people who are successfully going into some exciting things. Dr. Parker stated there is "no better time than this time of year." Dr. Parker stated we have eight days remaining in this school year, he wants everyone to stay "fired up" and ready to go.

Dr. Parker stated we are currently grading end of grade assessments, the elementary schools have tested 5th grade science and more tomorrow. The high schools begin end of course assessments on Friday of this week. Dr. Parker stated school will end on June 2nd.

Dr. Parker recognized the District Teacher of the Year, Mr. Michael Ratzlaff; Principal of the Year, Dr. Katina Waples, and one of our school nurses, Mrs. Cassandra Young, for joining him on Friday at the Potato Festival. Dr. Parker stated they were able to share a couple of words on behalf of the school system. Dr. Parker stated the theme this year at the Potato Festival was Healthcare. Dr. Parker stated he can't say enough about what our school nurses do. He stated every single one of them left the healthcare industry or private profession to work for our schools. Dr. Parker stated they are an integral part of our school communities and we're thankful to have them.

Dr. Parker stated we hosted visitors from a National Education group called Transcend. Dr. Parker stated we are applying for membership into a grant cohort with Transcend called the rural schools cohort. This is a very competitive and very thorough application process and if we are selected, which we should know by the middle of June then Transcend will work with one of our schools to support us in thinking differently, redesigning instructional programs and really expanding our academic focus for students. Dr. Parker stated Transcend works with some of the most Innovative schools across the country. If we get into this cohort Transcend will share some of the things that are working across the country with other districts and help us design Innovative and new creative instructional programs. Dr. Parker stated of all the districts in the country that have applied, only ten rural schools will be selected to go into the final round. We are one of the ten and the final round is a visit to the local communities where Transcend will make a final decision on who gets accepted into the cohort. Dr. Parker stated we were able to show our visitors and friends from Transcend exactly how amazing Elizabeth City is and I can say they walked away inspired by our community and the outpouring of our community to invest in our public schools. Dr. Parker thanked Chairman Spence and some of the local faith partners for lunch and hosting us at the Hugh Cale Center. I want to thank the mayor and city council for joining us at a portion of the visit and their support. I also want thank the county commissioners for participating in the visit and our community partners and parents who came out.

Dr. Parker also recognized the Pasquotank County Jazz band for playing at the opening ceremony of the Potato Festival.

## **9. Student Board Members Report**

Holley Weiss, representative from Pasquotank County High School shared an update of all the things happening. Holley stated the STEAM EXPO was a huge success with over 50 products/projects presented. Tyler Brookman is going to UNC School of the Arts in August, Jazz band played at the Potato Festival, outstanding piano and choir concert, the Marketing and Entrepreneurship Courses had a total of 48 credentials for the 2022-23 school year, Senior awards, and finally baseball made the first round playoffs and Trinity Brooks won 4th place medal at the State Track meet. Finally, Mr. Lee will be sending 5 works of art to the Professional Educators of NC Art Competition, and of course, what all the seniors are looking forward to is the “big day,” June 2nd - GRADUATION.

Gracie Wooten, representative from Northeastern High School stated students begin taking exams beginning May 24th, EOC-CTE exams begin this May 26th - June 1st. Gracie wants to take a moment to encourage students at NHS. Gracie shared Gabby McMillan is the NCHSAA 2A state runner up in the triple jump, Gabby also broke NHS school record, Boys team finished 3rd overall, Girls team finished 7th overall, Ty’Jae, Dawn, Shamar, and Jahsian are NCHSAA 2A STATE CHAMPS! - breaking the school record.

Several board members shared their appreciation to the student board members for representing their schools well this year.

#### **10. 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 April 24, 2023 and May 15, 2023.

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

Mr. Anthony Sawyer stated he wanted to clear up something concerning the pending lawsuit. Mr. Sawyer stated the lawsuit is not against six defendants, it is against ECPPS. Mr. Sawyer stated an attorney has been appointed for this case. Mr. Sawyer stated he is willing to drop the lawsuit if allowed to return to the ball field.

#### **12. Consent Agenda**

A motion was made by Angela Cobb, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call vote to approve the May 22, 2023 consent agenda.

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

##### **Financial, Business, and Technology Committee (FBT)**

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

Rachael Haines asked for a motion from the Board for approval for three quotes.

Rachael Haines presented FBT-01 (Box Pure Air Quote 1635); FTB-02 (Camcor Quote 153585165); Mrs. Amber Godfrey shared an overview of the Camcor Quote. Mrs. Godfrey is asking for 350 viewboards to be placed in instructional classrooms districtwide. Mrs. Godfrey invited Alberta Wandell, 5th grade teacher Northside Elementary, to demonstrate how this interactive board is used in her classrooms. Dr. Parker shared that the district is planning on training in August when the teachers return. Dr. Parker shared information on the interactive board as well. Dr. Parker stated this will bring a cutting edge technology feature to all of our classrooms. Mrs. Godfrey stated there are advanced dashboard features that staff can have and we can do updates without going to the classroom. Mrs. Godfrey also stated this will work with the strategic plan and several safety features.

Mrs. Godfrey presented FBT-03 (Apple Quote 2111205515); for Early College Students and Staff. Mrs. Godfrey stated moving into the 2023-2024 school year, we would like to set Early College

students apart and introduce 101 Mac Air Platform. Mrs. Godfrey stated after meeting with staff, they were very supportive of moving students to another platform from the current chromebook. Dr. Parker stated there will be training for staff over the summer. Dr. Parker stated we want our students to have industry standard devices. Dr. Parker stated we want the best for our students in Elizabeth City.

Sharon Warden made a motion to approve FBT-01 (Box Pure Air Quote 1635); FBT-02 (Camcor Quote 153585165); and FBT-03 (Apple Quote 2111205515); seconded by Angela Cobb, and carried, as confirmed by roll call vote, to approve FBT-01, FBT-02, and FBT-03.

### **13. Policy Committee (PC)**

#### **Tommy Old, Chair**

Tommy Old called on Mrs. Rhonda James-Davis to present the policy 2120 on the agenda. Mrs. James-Davis shared policy 2120 Code of Ethics for School Board listed for a first read.

#### **Closed Session**

A motion was made by Angela Cobb, seconded by Dr. Shelia Williams, 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 7:14 p.m. The following Board Members were present: Daniel Spence, Dr. Sheila Williams, Angela Cobb, Tommy Old, Pam Pureza, Rodney Walton and Sharon Warden. The following staff members were present: Dr. Keith Parker, Rhonda James-Davis, Johnny Hallow, 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 9:19 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. Sheila Williams, seconded by Pam Pureza, and carried, as confirmed by roll call vote, to accept the Superintendent's Report for Personnel as presented.

**14. Other**

**15. Adjournment**

A motion was made by Sharon Warden, seconded by Dr. Shelia Williams, and carried, as confirmed by roll call vote, to adjourn the meeting. The meeting adjourned at 9:22 p.m.

---

Chair

Secretary