

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
February 27, 2023 - Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, February 27, 2023, at 6:00 p.m. The meeting was held at Weeksville Elementary School and was also available via livestream at 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 (virtual)
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
Meredith Collins, Executive Director of Accounting Services
Bert Lane, Executive Director of Federal Programs
Dexter Jackson-Heard, Director of Communications & Community Schools
Antoinette Reid, Director of Student Services
Sheila Overton, Director of CTE
Nina Griffin, Director of Testing & Accountability
Tanya Proctor, PowerSchool Coordinator
Meredith Collins, Executive Director of Accounting Services
Marlene Wilkins, Director of Maintenance
Tammy Reinhart, Director of School Nutrition
James Schiffbauer, Principal Weeksville Elementary School
Ronald Boykins, Principal JC Sawyer Elementary School
Holley Weiss, PCHS Student Board Member Representative
Gracie Wooten, NHS Student Board Member Representative
Pam Parker, Executive Assistant 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 6:02 p.m.

2. Pledge of Allegiance and Moment of Silence

Students from Weeksville Elementary, Trinity Johnson, Micah Sutton and Everly Rice led the Pledge of Allegiance and Chair Spence 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

Tommy Old 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 Angela Cobb, seconded by Sharon Warden, and carried, as confirmed by roll call, to approve the February 27, 2023 meeting agenda.

6. Recognitions

Dr. Ronald Boykins recognized Catherine Wood from JC Sawyer school. Catherine is the 2023 Northeast Regional Science Fair winner and Dr. Boykins announced she will be going on to compete at the State level Science Competition.

Mr. James Schiffbauer recognized several staff members for their dedication and teacher excellence. These recognitions included: Paula Keith, Melanie Carter, Briana Parker, Joy Harrell, Florence Carver, Dottie Jennings, Traniqua Felton, Sheila Winslow and Bernadine Staff. Mr. Schiffbauer also recognized Janus Rogerson, teacher assistant, and Martin Terrell, head custodian.

Mr. Schiffbauer recognized several students for student excellence. These recognitions included: Cheyenne Russell, Caeden Burghard, Jordan Josvai, Raet Cooper, Sofia Corridean, Hailey Sanders, Mya Taylor, Alyssa Crutchley, William Overton, Natalie Morales, Neymar Pineda De La Cruz, Elijah Marquette, Eddie Poole, Jackson Dart and Sharlana Winston.

7. Instructional Highlights

Mr. Schiffbauer shared a video to highlight the good things happening at Weeksville Elementary School and thanked the community for their support..

8. Superintendent's Report

Dr. Keith Parker, Superintendent, congratulated Terrie Wilson who is the new assistant principal at Northeastern High School and Teresa Blanchard who will be replacing Dr. Robert Tripp who is moving on to other opportunities. We want to thank Dr. Tripp and welcome Ms. Blanchard. Ms. Blanchard comes to us from Perquimans County. I also want to congratulate Holley Weiss, our Student Board member. Holley is a DECA club member at Pasquotank County High School and serves as a member of the State DECA organization and was recently recognized at the State conference for being on the screening and nominee committee hotel and also recognized for lodging management.

9. Student Board Members Report

Grace Wooten, representative from Northeastern High School stated everyone is busy and working hard to finish the semester strong. A meeting was held at Northeastern High School with the school leaders and Grace expressed she was excited about all the great ideas and knows Northeastern High School is in good hands.

Holley Weiss, student representative from Pasquotank County High School congratulated all students who were recognized this evening. Holley congratulated all the students who participated in the DECA competition. PCHS had nineteen students participate, of which 18 placed proficient. This past Friday the AFJROTC Raiders attended a competition. Students are preparing for ACT and WorkKeys exams that will take place on March 14th. Spring sports are beginning which includes Women's Soccer, Baseball, Softball and Outdoor Track. Holley announced that there are currently seventy students eligible to apply for National Honor Society, of which there are currently twenty four active

members. Student art work will be displayed at the Arts of the Albemarle for the month of March, and there will be a reception this Friday as part of the Friday Art Walk. The upcoming events are the Jazz Band will have the opportunity to play with the USCG Band and this Saturday Emily Stokley and Antonio Garcia who recently participated in the All District Band will audition for the 2023 NC All-State Honors Band. On March 9, 2023 is the 8th grade parent night and a course fair will be held on March 15, 2023.

10. Approval of Minutes

A motion was made by Angela Cobb, seconded by Sheila Williams, and carried, as confirmed by roll call vote, to approve the minutes from January 23, 2023 and February 21, 2023.

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

Mr. Tony Sawyer commented on a concern he heard from a parent concerning bullying. Mr. Sawyer stated the parent was planning to come this evening, but did not show.

12. Consent Agenda

A motion was made by Sharon Warden and seconded by Angela Cobb, and carried, as confirmed by roll call vote, to approve FBT-01 (Budget Amendments #105, #305).

13. Other Agenda Items

Financial, Business, and Technology, Sharon Warden, Committee Chair

Mrs. Rachael Haines presented FBT-01 a list of fundraisers. A motion was made by Sharon Warden, seconded by Pam Pureza, and carried as confirmed by roll call vote to approve FBT-01 Fundraisers, as presented.

2023-2024 and 2024-2025 Academic Calendar

Dr. Parker shared the calendar requirements and the process the calendar committee followed for developing the two calendars. Dr. Parker thanked the committee, and especially Tanya Proctor, for all their hard work in preparing the drafts. Dr. Parker stated the number one goal of the academic calendar is to maximize student achievement, while taking into consideration feedback from staff. The process involved feedback on multiple levels including principals and assistant principals, Teacher Advisory Committee, an all staff survey and then making final revisions before bringing the drafts to the Board this evening. A lot of discussion was had on considerations of where the semester should end. A survey was sent to all staff and over two hundred responses were received. Modifications were based on the feedback received. The major considerations were maximizing student achievement, early release days, teacher workdays, Christmas and Spring Break, and second semester start dates. Dr. Parker stated approving calendars for two years will allow for better planning for staff and families. Dr. Parker stated the October professional development day will be the single professional learning event for ECPPS.

A motion was made by Pam Pureza, seconded by Angela Cobb, and carried as confirmed by roll call vote to approve the 2023-2024 and 2024-2025 calendars as presented.

Emerging Leaders Cohort Update

Dr. Parker gave an overview of the Emerging Leaders program and stated Cohort 1 had twenty eight (28) members and would continue into 2024. A meeting was held on February 13, 2023 where the group discussed the Top Ten Education Issues as described by the Public School Forum. The next meeting will be held on March 9, 2023 and will include a visit to the Boys & Girls Club. This program

shows how ECPPS has made a commitment and an investment in its people and plans to create a pipeline of future school leaders.

Student Representative Appointment Ad Hoc Committee (SRA), Pam Pureza, Chair

Mrs. Pureza stated this year the process for student board member applications will be online. Mr. Dexter Jackson-Heard will help with that process. The applications should be available the second week of March and the goal is to receive them from students by April 21, 2023. The committee plans to meet with Grace Wooten and Holley Weiss for feedback.

Closed Session

A motion was made by Angela Cobb, seconded by Sharon Warden, 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 7:30 p.m. The following Board Members were present: Daniel Spence, Sheila Williams, Angela Cobb, Tommy Old, Pam Pureza, Rodney Walton participated via phone 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 8:48 p.m.

The following Board members were present and constituted a quorum:

Daniel Spence, Chair	Pam Pureza
Dr. Shelia Williams, Vice-Chair	Rodney Walton (virtual)
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 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 Tommy Old, seconded by Angela Cobb, and carried, as confirmed by show of hands, to adjourn the meeting. The meeting adjourned at 8:49 p.m.

Chair

Secretary