

**MINUTES**  
**BOARD OF EDUCATION**  
**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS**  
**June 19, 2023 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at the Education Building and via livestream, on Monday, June 19, 2023, at 5:00 p.m. The following Board members were present and constituted a quorum:

Dr. Shelia Williams, Vice-Chair	Pam Pureza (remote call)
Angela Cobb	Rodney Walton
Tommy Old	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  
Sammy Fudge, Assistant Superintendent of Curriculum and Instruction  
Adrian Fonville, Executive Director of Secondary Education  
Amber Godfrey, Director of Technology  
Meredith Collins, Executive Director of Accounting Services  
Dexter Jackson-Heard, Director of Communications and Community Schools  
Pam Parker, Executive Assistant to the Superintendent and Board of Education

Others in attendance:

John Leidy, School Board Attorney

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

Vice-Chair Williams called the meeting to order at 5:02 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**

Angela Cobb 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 Tommy Old, seconded by Rodney Walton, and carried, as confirmed by roll call, to approve the agenda for June 19, 2023, as presented.

**5. Agenda Items**

**COA Board of Trustees Ad Hoc Committee (COA)**

**Sharon Warden, Chair**

Chair Warden introduced the three candidates as they presented their interest in serving on the COA Board of Trustees seat. Chair Warden polled the members regarding their selection for filling the seat. Chair Warden asked for a vote for Mr. Vincent Beamon, there were no votes. Chair Warden asked for a vote for Mr. Anthony Sawyer, there were no votes. Chair Warden asked for a vote for Ed. Thornton, there were 4 votes and 1 no. The votes for Ed. Thornton were Tommy Old, Sharon

Warden, Pam Pureza, and Angela Cobb, and Rodney Walton abstained. Chair Warden announced that Mr. Ed. Thornton will fill the seat on the College of The Albemarle Board of Trustees beginning July 1, 2023.

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

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

Rachael Haines, Assistant Superintendent of Finance presented FBT-01 (Insurance Renewals - Auto IM, EO/GL, WC and Cyber); FBT-02 (Credit Increase - Wells Fargo Credit Card); and FBT-03 (Payroll Calendar).

A motion was made by Sharon Warden and seconded by Angela Cobb to approve FBT-01 (Insurance Renewals - Auto IM, EO/GL, WC and Cyber); FBT-02 (Credit Increase - Well Fargo Credit Card); and FBT-03 (Payroll Calendar).

Rachael Haines, Assistant Superintendent of Finance presented FBT-04 (RFQ for Design Services - NHS Needs Based Capital Grant). Mrs. Haines stated the evaluation committee recommends SFL+A as designer for the NHS Needs Based Capital Grant application.

A motion was made by Sharon Warden to approve FBT-04 SFL+A as designer for the NHS renovation to be submitted with the Needs Based Capital Funds Grant application for approval, seconded by Angela Cobb, and carried, as confirmed by roll call vote.

Mrs. Godfrey, Director of Technology presented FBT-05 (MCA Quote Halo Sensors #Q4070000716); FBT-06 (Quotes Innovative Technology Labs NHS & PCHS Dell Quotes 3000154284123.2 & 3000154284127.1, Trafera Estimate NOs. E000097230 & E000097233, Camcor Quotation 055499165), and FBT-07(Media Center Upgrades).

Sharon Warden made a motion to approve FBT-05 MCA Quote Halo Sensors, FBT-06 Quotes Innovative Technology Labs NHS and PCHS, and FBT-07 Media Center Upgrades, seconded by Rodney Walton, and carried, as confirmed by roll call vote.

### **Policy Committee (PC)**

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

Tommy Old deferred the policies to Rhonda James-Davis, Associate Superintendent of Human Resources shared the second read on policy for approval: PC-01 (2120 Code of Ethics for School Board Members)

Tommy Old made a motion to approve policy PC-01 (2120 Code of Ethics for School Board) for approval, seconded by Sharon Warden, and carried, as confirmed by roll call vote.

### **Personalized Education (PE)**

#### **Pam Pureza, Chair**

Pam Pureza shared an update for Student Board member interviews at the July board meeting. Pam Pureza would like to have a special board meeting from 5-6pm before the regular board meeting.

### **Closed Session**

A motion was made by Angela Cobb seconded by Rodney Walton, 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 following the closed session.

**Excellent Educators Committee**

**Dr. Shelia Williams, Chair**

Angela Cobb requested approval of the Superintendent's Report and Recommendation for Personnel as presented in closed session. A motion was made by Angela Cobb, seconded by Rodney Walton, and carried, as confirmed by roll call vote, to accept the Superintendent's Report and Recommendation for Personnel as presented. Pam Pureza was not present

**6. Other**

In preparation for Monday's board meeting, John Leidy, School Board Attorney was asked to clarify the policies that speak to the election of a new chairperson upon the immediate resignation of a current chair. After a detailed discussion, Dr. Shelia Williams, Vice-Chair indicated her decision to resign from the vice-chair position.

**7. Adjournment**

A motion was made by Angela Cobb, seconded by Sharon Warden, and carried to adjourn the meeting. The meeting ended at 8:11 p.m.

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Chair

Secretary