

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
November 20, 2023 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at the Education Building and via livestream, on Monday, November 20, 2023, at 5:00 p.m. The following Board members were present and constituted a quorum:

Angela Cobb, Chair
Pam Pureza, Vice-Chair
Valerie Bogues
Tommy Old

Rodney Walton
Sharon Warden
Shelia H. Williams

The following staff members were present:

Dr. Keith Parker, Superintendent
Rachael Haines, Assistant Superintendent of Human Resources
Candy Tilley, Assistant Superintendent of Finance
Adrian Fonville, Executive Director of Secondary Education
Bert Lane, Executive Director of Federal Programs
Meredith Collins, Interim Director of Finance
Marlene Wilkins, Director of Maintenance
Dexter Jackson-Heard, Director of Community Schools
Pam Parker, Executive Assistant to the Superintendent and Board of Education

Others in attendance:

John Leidy, School Board Attorney
Anna Katherine Somberg, Attorney

1. Meeting Called to Order by Chair

Chair Cobb called the meeting to order at 5:00 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

Dr. Sheila Williams 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 Dr. Sheila Williams, seconded by Sharon Warden, and carried, as confirmed by roll call, to approve the agenda for November 20, 2023, as presented.

5. Agenda Items

Financial, Business, and Technology Committee

Sharon Warden, Chair

Meredith Collins, Interim Director of Finance presented (FBT-01) Purchasing Report; (FBT-02) Rental Report for information only.

Meredith Collins presented (FBT-03) Fundraisers.

Meredith Collins, presented (FBT-04) Budget Amendments #103, #202, #303, #401 and #802 to be placed on the consent agenda for approval at the regular board meeting.

Meredith Collins presented (FBT-05) Furniture Quote and (FBT-05-01 Furniture Quote for Cubbies); (FBT-06) EC Furniture Quote; (FBT-07) Lighting Quotes; (FBT-08) PCHS Athletic Field Lighting Upgrades

Rachael Haines presented (FBT-09) AIA B101-2017; (FBT-10) Contracts (Stukes & Johnson)

Chair Cobb suggested the EC Quote should say the Edgewood Offices.

A motion was made by Sharon Warden and seconded by Rodney Walton, and carried, as confirmed by roll call vote, to approve FBT-03, FBT-05, FBT-05-01, FBT-06, FBT-07, FBT-08, FBT-09, and FBT-10 as presented.

A motion was made by Sharon Warden, seconded by Rodney Walton, and carried, as confirmed by roll call, to place (FBT-04) Budget Amendments #103, #202, #303, #401 and #802) on the consent agenda for the November regular board meeting.

Closed Session

A motion was made by Dr. Shelia Williams seconded by Sharon Warden, 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.

Closed session began at 5:19 p.m. The following Board Members were present: Angela Cobb, Sharon Warden, Rodney Walton, Pam Pureza, Dr. Sheila Williams, Tommy Old, and Valerie Bagues. The following staff members were present: Dr. Keith Parker, John Leidy, School Board Attorney, Anna Katherine Somberg, Attorney was also in attendance for the closed session.

Board will resume the open session following the closed session.

Meeting Called Back to Order by Chair - Open Session

Chair Cobb called the meeting back to order at 7:52 p.m.

The following Board members were present and constituted a quorum:

Chair Angela Cobb

Pam Pureza

Sharon Warden

Dr. Sheila Williams

Rodney Walton

Valerie Bagues

Tommy Old

Others in attendance:

John Leidy, School Board Attorney

Dr. Keith Parker, Superintendent

Pam Parker, Executive Assistant to the Superintendent and Board

Excellent Educators Committee

Dr. Shelia Williams, Chair

Dr. Shelia Williams 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 Sharon Warden, and carried, as confirmed by roll call vote, to accept the Superintendent's Report and Recommendation for Personnel as presented.

6. Other

No other business was shared by the board.

7. Adjournment

A motion was made by Dr. Shelia Williams, seconded by Pam Pureza, and carried to adjourn the meeting. The meeting ended at 7:53 p.m.

Chair

Secretary