

**MINUTES**  
**BOARD OF EDUCATION**  
**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS**  
**March 18, 2024 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at the Education Building and via livestream, on Monday, March 18, 2024, 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  
Sammy Fudge, Assistant Superintendent of Curriculum & Instruction  
Dr. Katina Waples, Executive Director of Elementary Education  
Meredith Collins, Executive Director of Accounting Services  
Marlene Wilkins, Director of Maintenance  
Heather Edmisten, Director of Technology  
Dexter Jackson-Heard, Director of Community Schools  
Pam Parker, Executive Assistant to the Superintendent and Board of Education

Others in attendance:

Johny Hallow, III, School Board Attorney  
Zachary Robeson, Attorney

**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**

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.

**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 March 18, 2024, as presented.

**5. Agenda Items**

**Financial, Business, and Technology Committee**

**Sharon Warden, Chair**

Candy Tilley, Assistant Superintendent of Finance presented (FBT-01) Rentals, (FBT-02) Purchasing Report, (FBT-03) Fundraisers, (FBT-04) Budget Amendments #107, #307, and #804, (FBT-05) Surplus Items, (FBT-06) 2024-2025 Global Leaders and Dual Language Immersion Programs.

Marlene Wilkins, Director of Maintenance presented (FBT-05) Surplus Items to be placed on the consent agenda for approval at the regular board meeting.

Dr. Parker, Superintendent presented (FBT-06) 2024-2025 Global Leaders and Dual Language Immersion Programs for approval.

A motion was made by Sharon Warden and seconded by Rodney Walton, and carried, as confirmed by roll call vote, to approve (FBT-03) Fundraisers (FBT-06) 2024-2025 Global Leaders and Dual Language Immersion Programs 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 #107 #307 and #804 on the consent agenda for the March regular board meeting.

A motion was made by Sharon Warden, seconded by Rodney Walton, and carried, as confirmed by roll call, to place (FBT-05) Surplus Items on the consent agenda for the March regular board meeting.

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

#### **Rodney Walton, Chair**

Chair Cobb presented the NCSBA Board of Directors invites local school boards to nominate one of its members to serve on the NCSBA's Legislative Committee. Chair Cobb stated this individual should be nominated through a vote of the full board taken in open session.

Tommy Old nominated Angela Cobb. Chair Cobb declined the nomination.

Chair Cobb nominated Sharon Warden. Chair Cobb asked Sharon Warden if she would accept the nomination. Sharon Warden accepted the nomination to serve on the NCSBA Legislative Committee.

Chair Cobb stated Sharon Warden has been nominated and has accepted the nomination. The vote was taken by a full board in open session and Sharon Warden, by unanimous vote, will serve on the NCSBA Legislative Committee.

### **Closed Session**

A motion was made by Dr. Shelia Williams seconded by Valerie Bagues, 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 5:16 p.m. The following Board Members were present: Chair Cobb, Vice-Chair Pam Pureza, Sharon Warden, Rodney Walton, Dr. Sheila Williams, Tommy Old, and Valerie Bagues.

The following staff members were present: Dr. Keith Parker, Johny Hallow, III and Zachary Robeson, School Board Attorneys', were 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 5:38 p.m.

The following Board members were present and constituted a quorum:

Chair Angela Cobb  
Vice-Chair Pam Pureza  
Sharon Warden  
Dr. Sheila Williams

Rodney Walton  
Valerie Bogues  
Tommy Old

Others in attendance:

Johny Hallow, III, School Board Attorney  
Zachary Robeson, Attorney

Dr. Keith Parker, Superintendent  
Rachael Haines, Assistant Superintendent of Human Resources  
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 Pam Pureza, 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. Sheila Williams, seconded by Rodney Walton, and carried to adjourn the meeting. The meeting ended at 5:38 p.m.

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Chair

Secretary