

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
January 15, 2025 Emergency Meeting**

The Elizabeth City-Pasquotank Board of Education met on Monday, Wednesday January 15, 2025, at 2:00 p.m. The meeting was held at the Central Office.

1. Meeting Call to Order by Chair

The meeting was called to order by Chair Cobb at 2:00 p.m.

2. Roll Call

Rachael Haines called the roll and recorded members in attendance. Sharon Warden was absent. The following Board members were present and constituted a quorum:

Angela Cobb, Chair	
Pam Pureza, Vice-Chair	Tommy Old
Valerie Bogues	Dr. Shelia H. Williams
Angelique Boylan	

The following staff members were in attendance:

Dr. Keith Parker, Superintendent
Rachael Haines, Assistant Superintendent of Human Resources
Candy Tilley, Assistant Superintendent of Finance
Sammy Fudge, Assistant Superintendent of C&I
Dr. Katina Jones-Waples, Executive Director of Elementary Education
Wilma Jordan, Director of Facilities
Kelly Cowell, Director of Talent Ed.

Others present:

Zach Robeson, School Board Attorney

3. Pledge of Allegiance and Moment of Silence

Chair Cobb led the Pledge of Allegiance and a moment of silent reflection.

4. Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest

Valerie Bogues 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

Chair Cobb requested a motion to approve the agenda. A motion was made by Dr. Sheila Williams, seconded by Pam Pureza, and carried, as confirmed by show of hands, to approve the agenda for January 15, 2025. Sharon Warden was not present.

6. New Business

Chair Cobb turned the meeting over to Superintendent Parker, who called Wilma Jordan, Director of Facilities to give an update of the current emergency heating repair needed at Pasquotank County High School and the quote for the boiler purchase. Wilma Jordan, Director of Facilities assured the board that the heat was still working at Pasquotank County High School; however, a crack in the current boiler maintenance was monitoring had started to increase in size, making it more difficult to maintain and would need to be replaced as quickly as possible. Ms. Jordan had been in contact with Hoffman Mechanical Solutions, and a boiler had been located, however, the company would only hold the boiler for six hours. Lead time on manufacturing of new boilers is at least six weeks, and this was the last boiler on site. Hoffman Mechanical Solutions and ECPPS Maintenance team would work through the weekend and over the scheduled teacher workdays to ensure the repair was completed after testing and before students return to school on Thursday. A motion was made by Tommy Old to approve Item A: Boiler Purchase for Pasquotank County High School - Hoffman Quote Q-JBH-01152025-1 as presented. The motion was seconded by Valerie Bogues and unanimously carried as confirmed by show of hands. Sharon Warden was not present.

Angelique Boylin asked if the amount of the purchase had been presented in order to make the public aware of the total cost. Superintendent Parker clarified the cost of the boiler, including tax, would be \$150,968.50.

7. Adjournment

A motion was made by Dr. Shelia Williams, seconded by Angelique Boylan, and carried, as confirmed by show of hands, to adjourn the meeting. The meeting adjourned at 2:10 p.m.

Chair

Secretary