

MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
August 25, 2025 Regular Meeting

The Elizabeth City-Pasquotank Board of Education met in closed session on Monday, August 25, 2025, at 5:00 p.m. The meeting was held at the Early Childhood Learning Center and was available via livestream at www.ecpps.k12.nc.us

1. Meeting Call to Order by Chair

The meeting was called to order at 5:05 p.m. by Chair Cobb.

The following Board members were present and constituting a quorum:

Angle Cobb, Chair	Tommy Old
Pam Pureza, Vice Chair	Sharon Warden
Valerie Bogues	Dr. Shelia Williams
Angelique Boylan (not present)	

Other present were:

Zach Robeson, School Board Attorney
Dr. Keith Parker, Superintendent
Rachael Haines, Assistant Superintendent of Human Resources

2. Closed Session

A motion was made by Dr. Shelia Williams, seconded by Sharon Warden, and carried, as confirmed by a show of hands 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 5:07 p.m.

3. Return to Open Session

A welcome was extended to all attendees and the meeting was officially opened at 6:08 p.m. The following Board Members were present: Chair Angela Cobb, Vice Chair Pam Pureza, Valerie Bogues, Tommy Old, Sharon Warden, and Dr. Shelia Williams. Angelique Boylan was not present. Student board members in attendance were Kathryn Hutto, Chaiyenne Barrett, and Natalie Gallop. Others present were Zach Robeson, School Board Attorney, Dr. Keith Parker, Superintendent, Rachael Haines, Candy Tilley, Meredith Collins, Kelly Cowell, Heather Edmisten, Nin Griffin, Amanda Hill, Wilma Jordan, Dr. Kelly MacPherson, Antoinette Reid, Tammy Rinehart, Renee Tamarelli, Dr. Katina Waples, Simona White, Kim Whitehurst, and Bernadine Wood.

4. Pledge of Allegiance

The pledge of allegiance was led by Chair Cobb and followed by a moment of silence.

5. Approval of the Agenda

A motion was made by Vice Chair Pureza to amend the agenda to move the order of the roll call, and ethics awareness. A second was given by Dr. Shelia Williams and passed unanimously by those present.

A motion to approve the agenda as amended was made by Sharon Warden, seconded by Dr. Shelia Williams, and passed unanimously by those present. Angelique Boylan was not present.

6. Roll Call

Amy Bundy called the roll and recorded members in attendance for the meeting. The record reflects the following Board Members were present: Chair Angela Cobb, Vice Chair Pam Pureza, Valerie Bogues, Tommy Old, Sharon Warden, and Dr. Shelia Williams. Angelique Boylan was not present. Student board members in attendance were Chaiyanne Barrett, Natalie Gallop, and Kathryn Hutto.

7. Ethics Awareness and Identification of Conflicts of Potential Conflicts of Interest

Dr. Shelia Williams read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. The record reflects that no conflicts exist.

8. Recognitions

Child Nutrition Programs highlights were given by Tammy Rinehart, Director of School Nutrition, and Rachael Haines.

Crystal Turner was recognized for receiving a \$2,500 scholarship from the School Nutrition Foundation, winning the Tim Green Memorial Scholarship, and receiving a \$1,000 award to attend the Legislative Action Conference in Washington, DC.

Amber Hart was recognized as the recipient of the Dr. Lynn Harvey First-Time Scholarship to attend the national School Nutrition Association conference.

The School Nutrition department also received the Innovation in Preparation of School Meals Award (1 of 9 nationally) and the Turnip the Beet Award - bronze level (1 of 199 nationwide and 1 of 7 in NC) by the USDA.

Ms. Rinehart also shared that 57,957 meals were served during the Summer Meals Program by a team of 13 staff members, across multiple locations, and community partners.

9. Public Comment (Citizen Comments to the Board)

Ms. Bundy reported that no individuals signed up for public comment.

10. Superintendent's Report

The superintendent's report was given by Dr. Keith Parker and included the following highlights:

A successful first day of school with all bus routes having drivers, smooth transportation and operations overall, and special care provided for Kindergarten transportation.

Transportation services has an online form available for bus registration. Adjustments may be required for route updates.

Families have been able to enroll students online or in person. Start dates may be briefly delayed due to placement and scheduling time needed.

The launch of the first ECPPS Micro School has opened at Pasquotank Elementary with approximately 25 students enrolled.

Dr. Parker extended thanks to the transportation, school, and central office staff for their efforts ensuring a smooth start to the academic year.

11. Student Board Members Report

Vice Chair Pam Pureza introduced the student board members for 2025-2026.

Natalie Gallop from Elizabeth City Early College reported increased enrollment and successful transition to virtual learning due to the COA closure related to weather. She also noted excitement over the YMCA partnership and student passes.

Chaiyenne Barrett from Pasquotank County High School celebrated a football win and the school's 25th anniversary this year. She also noted program updates of AFJROTC becoming a CTE course, DECA collaboration with Northeastern, and a successful senior sunrise event.

Kathryn Hutto from Northeastern High School highlighted DECA's back-to-school bash and themed football nights. She also shared updates on athletics and the clear backpack rollout for security.

Chair Cobb and Vice Chair Pureza welcomed and thanked student board members, noting enthusiasm for their contributions during the school year.

12. Approval of Consent Agenda

A motion to approve the consent agenda as presented was made by Tommy Old, seconded by Sharon Warden, and passed unanimously by those present.

13. Unfinished Business

Rachael Haines gave a summary of revisions to policy 3200 which include Policy updated to change references from "textbooks" to "core instructional resources", Expansion of material categories from two to three: Core Instructional Resources, Supplementary Materials, and School Library Collection Material.

Section A: Updated terminology to "instructional materials" and outlined selection principles

Section B: Defined core instructional materials and delegated selection to central office services
 Section C: Defined principles and processes for selection
 Section D: Newly added to cover school library collections
 Section E: No changes
 Section F: Clarifying language added

A motion to approve the revisions to policy code 3200 selection of Instructional Materials as presented was made by Vice Chair Pam Pureza, seconded Dr. Shelia Williams, and passed unanimously by those present.

Dr. Parker addressed the board with an additional update that was not covered during the Superintendent's Comments earlier in the meeting. He introduced a video recap highlighting the first day of school by Benny who spent the day touring several schools. The video shared with the board will also be posted online for public viewing.

14. New Business

Rachael Haines presented revisions to Policy 4318, in compliance with General Statute 115C-76.10, which mandates that boards of education adopt policies prohibiting the use or display of wireless communication devices during instructional time and outline corresponding disciplinary consequences. The revisions were a collaboration with the school board attorney and the school board association. Key highlights of the revisions include:

- Clear definitions of wireless communication devices (e.g., cell phones, tablets, laptops, gaming devices).
- Revised language that supports digital literacy, citizenship, and limiting classroom distractions.
- Designated times for appropriate device usage (before/after school, non-instructional time, and on buses with headphones).
- Defined consequences for misuse:
 - First offense: verbal warning then temporary confiscation by the teacher, returned at the end of class.
 - Repeated offenses: confiscation escalated to administration and parent retrieval.
 - Serious misuse falls under Policy 4300: Student Code of Conduct.
- Stated exemptions for students with IEPs, 504 plans, medical or translation needs, and authorized instructional use.
- Confirmed non-restriction of 911 access.
- Reinforced that students are responsible for their devices and that the board is not liable for loss or damage.

To proceed with adoption during a first read, a motion was required to suspend Policy 2420 Adoption of Policies. A motion to suspend policy 2420 was made by Tommy Old, seconded by Vice Chair Pam Pureza, and passed unanimously by those present.

With policy 2420 suspended, a motion was made to adopt the revisions to Policy 4318 by Vice Chair Pam Pureza, seconded by Sharon Warden, and passed unanimously by those present.

A motion to reinstate Policy 242o was made by Tommy Old, seconded by Dr. Shelia Williams, and passed unanimously by those present.

Rachael Haines introduced several policy revisions for first reading. A summary of these proposed revisions included:

Policy 1310/4020 – Parental Involvement: Addition of a new clause requiring parental permission when students are housed overnight with members of the opposite biological sex (except immediate family).

Policy 3210 – Parental Inspection of Instructional Materials: Clarified language regarding parental rights and review timelines. Added reference to Policy 3510. Included new state law allowing parents to prohibit their child from borrowing specific library books.

Policy 3320 – School Trips: Added sleeping quarters language as per Policy 1310/4020.

Policy 3510 – Religious-Based Exemptions: Clarified language and added provision for alternative assignments when exemptions apply.

Policy 3620 – Extracurricular Activities: Included same sleeping quarters clause.

Policy 4120 – Student Enrollment: Added provisions related to enrollment of military families per new statute.

Policy 5024/6127/7266 – Emergency Epinephrine: Updated terminology from “auto-injector” to “delivery system” to include nasal sprays.

Policy 5070/7350 – Public Records: Revised language regarding public personnel file descriptions in accordance with law.

Policy 6125 – Administering Medicine to Students: Terminology change to reflect updated language regarding delivery systems.

Policy 6340 – Transportation Contracts: Added statutory requirements related to background checks on service contractors.

Policy 7100 – Recruitment and Selection of Personnel: Added information regarding criminal history checks.

Policy 7820 – Personnel Files: Updated public record descriptions in alignment with state statute.

No action was taken at this time. The board is expected to review these policies and prepare for discussion and vote at the September meeting.

Candy Tilley presented the budget resolution for the 2025-2026 school year, totaling \$79.9 million, noting the following highlights: State Public School Fund: \$43.6 million, Local Current Expense: Includes \$4.5 million in appropriated fund balance (projected worst-case use). Federal Grants: Currently approved grants total \$295,000. Capital Outlay: \$12.5 million, inclusive of \$6 million in current projects and carryovers. School Nutrition: \$4.2 million with a 3% increase. Local Special Revenue: \$3.1 million, reflecting the loss of several previous grants. The budget includes salary increases based on anticipated but unconfirmed state-level decisions.

A motion to approve FY 2025-2026 Budget Resolution was made by Dr. Shelia Williams, seconded by Sharon Warden, and passed unanimously by those present.

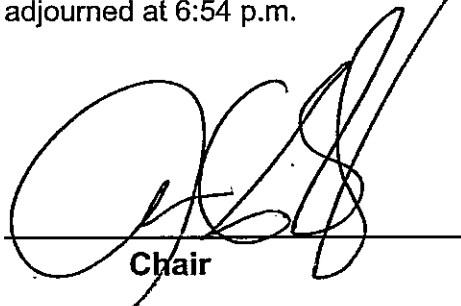
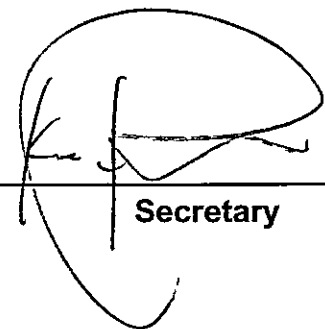
Wilma Jordan presented a request to approve plumbing repairs in the kindergarten wing of Central Elementary School due to recurring sewer line issues causing floor drains to back up. An estimate from Cate Services at a cost of \$69,127.35 with a timeline estimated 17 days of evening work to minimize disruption was shared in the board packet. Temporary measures being taken include students currently using public restrooms down the hall.

A motion was made by Tommy Old to approve the quote for bathroom repairs, seconded by Valerie Bogues, and passed unanimously by those present.

Chair Cobb extended appreciation to Ms. Jordan, Ms. Tilley, Ms. Haines, and their teams for their dedicated work throughout the summer in preparing for the new school year.

15. Adjournment

Vice Chair Pam Pureza motioned to adjourn the August 25, 2025 meeting of the board, was seconded by Dr. Shelia Williams and passed unanimously by those present. The meeting adjourned at 6:54 p.m.

	
Chair	Secretary