

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
March 15, 2020 – Emergency Meeting**

The Elizabeth City-Pasquotank Board of Education met in an emergency meeting on Sunday, March 15, 2020, at 5:30 p.m. in the boardroom of the administrative offices. The following Board members were present and constituted a quorum:

Dr. Denauvo Robinson, Chair

Mr. George Archuleta
Mrs. Virginia Houston
Ms. Sharon Warden

Ms. Pam Pureza
Mr. Walter B. Jolly
Dr. Shelia Williams

The following staff members were present:

Dr. Catherine Edmonds, Superintendent
Rachael Haines, Chief Finance Officer
Rhonda James-Davis, Chief Human Resources Officer
Dr. Amy Spencer, Chief Academic Officer
Tammy W. Sawyer, Director of Community Schools/PIO & Exec. Asst. to Board & Supt.
Principals, District and School Representatives

I. Meeting Called to Order by Chair

Chair Robinson called the meeting to order at 5:30 p.m.

II. Pledge of Allegiance and Moment of Silence

Superintendent Edmonds led members and guests in the Pledge of Allegiance and requested a Moment of Silence.

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

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

IV. Approval of Agenda (Action)

A motion was made by Walter B. Jolly, seconded by Sharon Warden, and unanimously carried to approve the agenda as presented.

V. Superintendent's Report

Dr. Edmonds and the Board of Education shared in a presentation and discussion of the ECPPS Internal Crisis Response Plan for COVID-19. The following ECPPS Internal Crisis Response Team members presented information on the plan: Amber Godfrey, Director of Technology; Dr. Amy Spencer, Chief Academic Officer; Michelle Flach, Director of Exceptional Children; Bert Lane, Director of Title I; Tanya Proctor, Powerschool Coordinator; Rhonda James-Davis, Chief Human Resources Officer; Tammy Rinehart, Director of Child Nutrition; Amanda King, Director of Transportation; Frankie Floyd, Director of Maintenance; Shelia Hughes, CTE Coordinator; Rachael Haines, Chief Finance Officer; and Tammy Sawyer, Director of Community Schools/PIO/Executive Assistant to Superintendent and Board.

VI. Financial, Business and Technology Systems (Action)

- 2019-2020 Calendar Revisions: The 2019-2020 calendar revision to reflect March 16th and 17th as mandatory staff workdays, April 10th and June 11th will no longer be teacher workday, and June 10th will be teacher's last day of the school year. The remaining days will be remote learning days for students and staff. A motion was made by Pam

Pureza, seconded by Virginia Houston, and unanimously carried, to approve the revised calendar as presented.

- Authority to Superintendent to Make Management and Operational Decisions: A motion was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried, to approve of giving Dr. Edmonds the flexibility to handle any situation that may occur during the COVID-19 crisis.
- Next Board Meeting Date: A motion was made by Pam Pureza, seconded by Sharon Warden, and unanimously carried, to schedule the next meeting of the Board on Thursday, March 19th at 6:00 p.m. at Weeksville Elementary School.

VII. Adjournment

A motion was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried to adjourn the meeting. The meeting adjourned at 6:48 p.m.

Chair

Secretary