

**MINUTES**  
**BOARD OF EDUCATION**  
**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS**  
**October 17, 2016**

The Elizabeth City-Pasquotank Board of Education met on Monday, October 17, 2016, for the purpose of holding Committee Meetings. The Committee Meetings were called to order at 2:00 p.m. and were held in the Board Room of the Administration Building.

**I. Personalized Education Committee**

**Committee Members Present:** Dr. Denauvo Robinson (Chair), Walter Jolly, Pam Pureza

**Other Board Members Present:** Harvey Beasley, Virginia Houston, Barry Overman, Sharon Warden

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Amber Godfrey, Tracy Davenport, Jennifer Hawkins, Tammy Sawyer, Sara English, LeVar Mizelle, Dr. Shawn Wilson, T. J. Worrell

Dr. Robinson called the Personalized Education Committee meeting to order.

Jennifer Hawkins, Director of Testing/Accountability, presented a comparison of 2014-15 and 2015-16 Discipline Data Report information.

Members discussed measures being taken to reduce suspensions and to meet the needs of all students.

Dr. Shawn Wilson, Principal, presented a brief summary of the School Improvement Plan for Pasquotank Elementary School.

Sara English, Principal, presented a brief summary of the School Improvement Plan for P. W. Moore Elementary School.

T. J. Worrell, Principal, presented a brief summary of the School Improvement Plan for Elizabeth City Middle School.

LeVar Mizelle, Principal, presented a brief summary of the School Improvement Plan for River Road Middle School.

Following each School Improvement Plan presentation, Board members asked questions and provided comments. The School Improvement Plans for these Low-Performing Schools will be placed on the October 24<sup>th</sup> consent agenda for approval.

Dr. Cartner shared several options for making up days missed October 10-14, 2016, due to flooding caused by Hurricane Matthew. He discussed legislative requirements regarding the school calendar. Board members discussed the options available and agreed to place the following on the October 24<sup>th</sup> consent agenda for approval:

**October 10<sup>th</sup>** -- will become a “built in annual leave day” for staff and March 20<sup>th</sup> will become a regular student day

**October 11<sup>th</sup>** – instructional hours missed will be made up on November 22 and December 21 (both were originally scheduled as early release days and will become full days)

**October 12<sup>th</sup>** – will be made up on November 23, 2016 and will be an early release day (this day was originally an optional teacher workday)

**October 13<sup>th</sup> & 14<sup>th</sup>** – banked instructional hours will be used to make up time missed

The Personalized Education Committee adjourned at 3:08 p.m.

## **II. Financial, Business and Technology Systems Committee**

**Committee Members Present:** Harvey Beasley (Chair), Virginia Houston, Barry Overman

**Other Board Members Present:** Walter Jolly, Pam Pureza, Dr. Denauvo Robinson, Sharon Warden

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Amber Godfrey, Tracy Davenport, Jennifer Hawkins, Tammy Sawyer, Sara English, LeVar Mizelle, Dr. Shawn Wilson, T. J. Worrell

Mr. Beasley called the Financial, Business and Technology Systems Committee meeting to order.

Information was presented on:

- Monthly Building Report
- Monthly Maintenance Report (including Monthly Roof Inspection)

The following items were discussed and were recommended for placement on the October 24<sup>th</sup> consent agenda for approval:

- Request to Declare Maintenance Vehicles Surplus for Sale/Disposal
- Request to Declare Non-Electronic List & Cafeteria List as Surplus for Sale/Disposal
- Acceptance of Donation from Hockmeyer Equipment for Weeksville Elementary 4<sup>th</sup> Grade
- Acceptance of Goldenrod Youth Touch Integration System Grant for River Road Middle School

The Financial, Business and Technology Systems Committee adjourned at 3:17 p.m.

### III. Policy Committee

**Committee Members Present:** Walter Jolly (Chair), Sharon Warden, Dr. Denauvo Robinson

**Other Board Members Present:** Harvey Beasley, Virginia Houston, Barry Overman, Pam Pureza

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Amber Godfrey, Tracy Davenport, Jennifer Hawkins, Tammy Sawyer, Sara English, LeVar Mizelle, Dr. Shawn Wilson, T. J. Worrell

Mr. Jolly called the Policy Committee meeting to order.

#### ***Old Business:***

Dr. Cartner recommended placing approval of Policy Series 6000, Part C on the consent agenda for October 24th.

#### ***New Business:***

Dr. Cartner recommended placing review of Policy 9120 – Bidding for Construction Work and Policy 6140 – Student Wellness on the consent agenda for October 24th.

Board members approved the Superintendent's recommendations.

The Policy Committee adjourned at 3:30 p.m.

### IV. Excellent Educators

**Committee Members Present:** Sharon Warden (Chair), Walter Jolly, Dr. Denauvo Robinson

**Other Board Members Present:** Virginia Houston, Pam Pureza

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Amber Godfrey, Tracy Davenport, Jennifer Hawkins, Tammy Sawyer, Sara English, LeVar Mizelle, Dr. Shawn Wilson, T. J. Worrell

Ms. Warden called the Excellent Educators Committee to order.

Mr. Steve Lassiter, Assistant Superintendent, presented a recommended Merit Pay Bonus Plan for Non-Educators as required by HB 1030 (Session Law 2016-194) which provides funding for a one-time merit bonus for non-educators. Mr. Lassiter reviewed the plan and process used to develop the plan with members.

Members agreed to place the plan on the October 24<sup>th</sup> consent agenda for approval.

#### **Closed Session**

A motion was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried to go into closed session for the purpose of considering personnel actions that involve employees of this Board as allowed by NC General Statute 143-318.11(a)(6) and for the purpose of discussing a student matter as allowed by NC General Statute 143-318.11(a)(1).

Upon the board's motion to enter closed session, staff and guests exited the board room. Dr. Larry Cartner and Mr. Steve Lassiter remained for the meeting.

Members discussed employee recommendations and personnel matters.

A motion to come out of closed session was made by Virginia Houston, seconded by Sharon Warden, and unanimously carried. Full and accurate minutes of the closed session will be kept on file in the superintendent's office, but are to be withheld from public disclosure, so as to not frustrate the legitimate purposes of this closed session.

Following closed session, members agreed to place the following on the October 24th consent agenda for approval:

- Resignations (information only)
- Elections
- Coaches
- Reassignments
- Leaves of Absence
- List of Substitutes

There being no further business to come before the Board, the meeting adjourned at 4:21 p.m.