

MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
January 14, 2016

The Elizabeth City-Pasquotank Board of Education met in special session on Thursday, January 14, 2016, 8:30 a.m., in the Harold C. Turner Building on the Mid-Atlantic Christian University Campus. The following Board members were present and constituted a quorum:

	Mr. Barry Overman, Chairman	
Ms. Sharon Warden, Vice Chair		Mr. Walter Jolly
Mr. Harvey Beasley		Mrs. Pam Pureza
Mrs. Virginia Houston		Dr. Denauvo Robinson

The following Central Office and District staff members were present:

Dr. Larry W. Cartner, Superintendent
Ms. Dianne Meiggs, Assistant Superintendent
Ms. Joanne Sanders, Chief Academic Officer
Mr. Doug Hale, Finance Officer
Ms. Tammy W. Sawyer, Community Schools Director/Public Information Officer
Ms. Rhonda James-Davis, CTE Director

The following district staff also attended for some sessions:

Ms. Tracy Davenport, Federal Programs Director
Ms. Jennifer Hawkins, Testing/Accountability Director
Mr. Frank Heath, Transportation/Grounds
Mr. Michael Thompson, Child Nutrition Director

Mr. Overman, Board Chairman, called the retreat to order, thanked everyone for attending.

I. Board Operations & Governance

Open Dialogue

Board members were provided an opportunity for open dialogue. Members commented that they were excited about 2016 and looked forward to continuing their work. They were also appreciative of the opportunity to meet in a retreat setting.

Board Governance

Mr. Overman shared that he wanted to have a “Board 101” refresher as a kick-off for the retreat but Allison Schafer, with NCSBA, could not attend today. She will attend on

Tuesday, January 19th, and provide a short presentation prior to the regularly scheduled Committee Meetings.

Mr. Overman distributed a handout from the “Board 101” notebook regarding “Expectations” and reviewed the handout with members. He indicated that a good analogy would be that “as board member we are coaches – and students/staff are players and referees. The role of a coach is to work behind the scenes. He stressed that it is important to let staff do the work, and to refer complaints to the appropriate staff member.

Committee Structure

Dr. Cartner shared proposed Committee Structure Alignment based on the Board’s recently adopted goals.

Members discussed the scenarios and decided on Scenario 2 and forming an “ad hoc” Policy Committee until the Policies to Lead the Schools revision process is completed. The Committees will be:

Global Citizens & Health Students
Personalized Education
Excellent Educators
Finance & Technology

Role of Board at State Level

Ms. Warden shared a poem she wrote that summarized a NCSBA Public Policy meeting she attended in December.

Ms. Warden discussed the legislative session scheduled to begin April 25, 2016 and discussed items that are anticipated to be on the agenda such as:

House Bill 539 – Public School/Charter School Funding
Senate Bill 605 – Commissioner Control Over Budget
Senate Bill 95 – Achievement School Districts

Ms. Warden shared a handout on the Every Student Succeeds Act (ESSA).

Ms. Warden reminded members of the candidates up for election that will represent Pasquotank County and encouraged everyone to visit www.ncleg.net to keep up to date on calendar/committee information for the Legislature.

Mr. Overman discussed meetings he has attended in relation to his job with the fire department and shared that if a legislator does not have knowledge of a subject area, they go with the “loudest” or “last” voice they heard. He discussed the fact that the

“presence” of groups at the legislative sessions can create strength and shared information about summit meetings held by firefighters.

Members discussed the possibility of board members and superintendents holding a regional meeting to identify needs for school systems and ways to share those needs with legislators. It was decided that Dr. Cartner will share the proposal with the Northeast RESA superintendents and report back to the board on the NERESA response.

II. Program

Program Alignment

Joanne Sanders discussed program alignment and shared a PowerPoint on the timeline/history of programs currently in place in the system. She discussed the need to consider how the system can get the most for all students with current funding; the need for pathways to connect elementary/middle/high schools and the need for a clear focus. She also discussed Learning Focused Schools which is a program that is based consistent and pervasive best practice. She shared that the Board needs to consider how to move forward and she is bringing this up now, because it is time for renewal of contracts for programs/services (i.e. AVID, A+ Schools, etc.).

Board members and Dr. Cartner discussed current initiatives and the impact on the total student body, with particular emphasis on AVID and funding for the program. The original grant for AVID has run its course and discussion with Education Foundation officials will need to take place to discuss future funding. The Board was surprised to learn that the district currently pays \$24,000 annually to the Education Foundation of which \$18,000 goes to pay AVID fees, and \$6,000 goes to Reading Recovery. The Board was surprised to learn that the Education Foundation does not put any additional funds into either program. Upon receipt of the \$24,000, the Foundation turns around and writes a check to the school district. The Board indicated additional discussion with the Foundation is needed.

2014-15 Proficiency Implications

Jennifer Hawkins shared a PowerPoint with 2014-15 testing information. She reported that each school has written an intensive School Improvement Plan, instructional coaches have visited schools for walkthrough visits and feedback has been provided to teachers/principals.

Jennifer Hawkins and Joanne Sanders discussed low performing schools and low performing school districts. There was discussion of implications should the district be named a low performing school district.

Joanne Sanders shared information about instructional support being provided for schools, professional development, and grade level/content area meetings.

There was discussion about Learning Focused Schools training that has been held and plans for future training. At the end of 2015-16, all schools will have a cadre of 10 teachers that have received the training. Pasquotank Elementary, P. W. Moore and Sheep-Harney will also be provided the opportunity for all teachers in grades 3-5 to receive training.

There was discussion about curriculum and testing.

Ms. Sanders shared ideas for summer work which included:

- Transition to middle school camp
- Summer work for teachers
- Learning Focused for teacher leaders, principals, coaches

Discipline

Jennifer Hawkins shared discipline data which was current as of December 2015.

Members and staff discussed the data, possible strategies to decrease suspension, expectations, equity, instruction and support for students and staff.

Year Round Schools

Joanne Sanders shared a PowerPoint and discussed facts/considerations and possible benefits/conflicts of year round schools.

Dr. Cartner indicated that he placed this item on the agenda for information purposes, he indicated he is not advocating for the idea but wanted the Board to have the information to consider for low performing schools.

Members discussed the idea of year round schools for low performing schools and asked for additional information.

Barry Overman proposed a reconfiguration of grade level assignment at schools and the possibility of making some schools K-3, some 4-6, and changing middle school to 7-8. Members and staff discussed the proposal

The Board asked Dr. Cartner to provide additional information on year round schools and a possible reconfiguration of grade alignment.

III. Operations

Doug Hale discussed the following with members:

- School district funds
- District operating budget (State, Current Expense Fund, Federal)
- Total District Operating
- 5-Year History of County Funding
- 5-Year History of ADM

Mr. Hale reviewed the following issues which can affect the Current Expense Budget:

- Inflation
- Employer retirement rate
- Employer hospitalization rate
- E-rate discount elimination
- Charter schools

IV. Personnel

Dianne Meiggs shared information on the following:

- Initial allotment formulas for staff
- Recruitment
- Retention

Members had questions about the hiring process and Dr. Cartner shared information about the process.

V. Initiatives

1:1 Initiative

Joanne Sanders and Tracy Davenport shared a PowerPoint presentation with information about 1:1 and a proposed rollout schedule. Ms. Davenport indicated that teacher training would be needed prior to a rollout.

Members discussed the proposed schedule and associated costs. Dr. Cartner discussed possible funding sources (Title I, grants, Fund Balance, etc.). The need for appropriate technology to be available for student and staff use was discussed. It was decided to share information on district technology needs with Commissioners at the next Joint Meeting and ask for their specific support.

Dual Enrollment Opportunities/Early College High School

Ms. Rhonda James-Davis presented information on College, Career and Promise (CCP) which allows high school students to take college level courses while enrolled in high school. The tuition is free to students. Board members and staff discussed the program.

Ms. James-Davis and Ms. Sanders also updated the Board on the Early College High School application process. We are on track in the process and are pursuing this with the College of The Albemarle as our partner institution.

VI. **Board Reflections**

Dr. Cartner thanked the Board for the amazing amount of work done today and for their service to the community. He also recognized Central Services staff and thanked them for the work they do day in and day out.

Board members provided comments as follow:

Mr. Jolly discussed dropouts and the need to pinpoint students that might dropout.

Mrs. Houston commented on looking at discipline and trying to find ways to ways to work with students. She also indicated she appreciates the work done to adopt a vision, mission and goals.

Dr. Robinson commented that it was a great day.

Mrs. Pureza commented that everything discussed flowed together. She indicated we (the Board and school district) are moving in a positive direction.

Mr. Overman discussed the possibility of Board members recognizing staff by providing lunch on workdays. He asked members to consider the idea and get back with him with ideas.

There being no further business, the Retreat adjourned at 4:07 p.m.

Chair

Secretary