

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
November 26, 2018**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, November 26, 2018 at 7:00 p.m., at Northside Elementary School. The following Board members were present and constituted a quorum:

Ms. Sharon Warden, Chair

Mr. Walter Jolly
Mr. Barry Overman
Dr. Denauvo Robinson

Mrs. Pam Pureza
Mrs. Virginia Houston
Dr. Sheila Williams

The following Central Office and District staff members were present:

Dr. Joanne Sanders, Interim Superintendent
Mr. Andrew Cox, Chief Financial Officer
Ms. Tammy W. Sawyer, Community Schools Director/Public Information Officer
Mrs. Jennifer Hawkins
Mrs. Angela Cobb
Mrs. Simona White
Mrs. McDowell
Ms. Rhonda James-Davis

I. Meeting Called to Order

Honorary Board Member Mr. Overman called the meeting to order and thanked Ms. White, Principal of Northside Elementary School, for hosting the meeting.

II. Pledge of Allegiance and Moment of Silence

Luke Turner, Northside Elementary student, led members and guests in the Pledge of Allegiance.

Mr. Overman led members and guests in a Moment of Silence.

III. Approval of Agenda (Action)

A motion was made by Chair Warden, seconded by Dr. Denauvo Robinson, and unanimously carried to approve the agenda as presented.

IV. Superintendent's Report

Heather Meads, 2018-19 Teacher of the Year Representative for Northside Elementary School, spoke about her passion for teaching is to educate, motivate and inspire her students to value lifelong learning and build relationships. Ms. Meads said in her classroom she strives to build an atmosphere that embraces diversity and sense of community to encourage all students to reach their goals. Ms. Meads stated education changes daily and we have to take a positive mindset and focus on what matters most "our students".

Ms. Donna Winborne, CPA, presented an audit update for the fiscal year ending June 30, 2018. Ms. Winborne shared the financial report and two other letters. The district was issued an unmodified opinion. Ms. Winborne reviewed the fund balance information and discussed the required governance letter included with the audit as well as the management letter. Ms. Winborne also said there were no findings to report.

Ms. Winborne, reported the audit has been submitted to the Local Government Commission but has not been approved by them at the present time. When final approval is received, copies of the audit will be provided.

Ms. Winborne complimented Mr. Cox and his staff for his help and providing all the reports upfront.

A motion was made by Mr. Jolly, seconded by Virginia Houston, and unanimously carried to approve the fiscal year ending June 30, 2018 audit report.

V. Approval of Minutes

A motion was made by Virginia Houston, seconded by Sharon Warden, and unanimously carried to approve the minutes of October 29, 2018 (regular session) and November 19, 2018 (committee meeting).

VI. Consent Agenda

A motion was made by Dr. Sheila Williams, seconded by Dr. Denauvo Robinson, and unanimously carried to approve the following consent items as follow:

Personalized Education

1. School Improvement Plans for Low Performing Schools (Pasquotank Elementary, P.W. Moore Elementary, and Elizabeth City Middle School)

Financial, Business & Technology System

1. Energy Audit
2. Activity Bus with Lift
3. Activity Bus Rates for Athletic Trips

VII. Board Member Reports

Board members expressed appreciation to Barry Overman for his years of service. The Board of Education presented Barry with a plaque.

Closed Session

A motion was made by Pam Pureza, seconded by Dr. Sheila Williams, 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).

Upon the board's motion to enter closed session, staff and guests exited the board room. Dr. Sanders and Tammy Sawyer remained.

Excellent Educators

Following closed session, a motion was made by Dr. Robinson, seconded by Mr. Jolly, and unanimously carried to approve the following personnel actions.

Elections

| NAME | LAST | SITE | ASSIGNMENT | EFFECTIVE |
|-----------------------------|-------------|--------------|------------------------------|-------------------|
| Stephanie | Formby | RRMS | Art Teacher | November 8, 2018 |
| Added after 11-19-18 | | | | |
| Santina | Proctor | ECMS | ELA - 7th Grade | November 20, 2018 |
| Amanda | Butler | NES | Teacher - Grade 4 | November 20, 2018 |
| LaDonna | Harvey | PCHS | Exceptional Children Teacher | November 20, 2018 |
| Zachary | Herrmann | RRMS | Social Studies - 6th Grade | November 29, 2018 |
| Rebecca | Phelps* | PES | Interim Principal | November 13, 2018 |
| Shamira | Moore* | JC Sawyer | AFSC Lead Teacher | October 29, 2018 |
| Marinda | Eason* | Sheep Harney | AFSC Lead Teacher | October 30, 2018 |
| *Denotes part-time | | | | |

Coaches

| November-18 | | | |
|--------------------|-------------|-------------------|-------------|
| NAME | LAST | ASSIGNMENT | SITE |
| Ryan | Jackson | JV Baseball Coach | NHS |

Resignations

| NAME | LAST | ASSIGNMENT | EFFECTIVE |
|-------------------------------|-------------|-------------------------------------|--------------------|
| Makesha | Eason | Cafeteria Assistant | June 12, 2018 |
| Henry | Morse | Bus Driver - ECP Early College | November 1, 2018 |
| Jeanna | Flowers | Data Manager/Bookkeeper | November 2, 2018 |
| Tracy | Davenport | Director - Title 1/Federal Programs | November 30, 2018 |
| Angela | Fiedler | Receptionist | December 19, 2018 |
| Tina | Butts | Data Manager/Bookkeeper | December 31, 2018 |
| Added after 11-19-2018 | | | |
| Jessica | Taylor | Coach - JV Cheerleading | September 14, 2018 |

Reassignments

| NAME | LAST | CURRENT ASSIGNMENT | NEW ASSIGNMENT | DATE |
|-------------|-------------|---------------------------|---|-------------------|
| Antoinette | Reid | Principal - PES | Family & Community Involvement Director | November 5, 2018 |
| Jacob | Corrado | ELA Teacher - ECMS | Social Studies - PCHS | November 13, 2018 |
| Kelly | Beale | Receptionist - SHES | Bookkeeper/Data Manager - SHES | November 19, 2018 |

Leaves of Absence

| NAME | LAST | SITE | BEGINNING DATE |
|-------------------------------|-------------|----------------|-----------------------|
| Ganelle | Sutton | RRMS | October 22, 2018 |
| Rhonda | Sawyer | Maintenance | November 7, 2018 |
| Casey | Brammer | ECMS | November 11, 2018 |
| Added after 11-19-2018 | | | |
| Evelyn | Johnson | Transportation | October 23, 2018 |
| Karen | Haberli | ECMS | November 12, 2018 |

Substitutes

| NAME | LAST | ASSIGNMENT |
|-------------|-------------|-----------------------|
| Rickita | Ferebee | Substitute Bus Driver |

Terminations

| NAME | LAST | SITE | ASSIGNMENT |
|-------------|-------------|----------------|-------------------|
| Loresa | Frazier | Transportation | Bus Driver |

A motion to come out of closed session was made by Virginia Houston, seconded by Pam Pureza, 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.

VIII. Other

XII. Adjournment

There being no further business to come before the Board, the meeting adjourned at 8:33 p.m.

Chair

Secretary