

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
October 28, 2019 – Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, October 28, 2019, at 7:00 p.m. in the boardroom of the Administrative Offices. The following Board members were present and constituted a quorum:

	Ms. Sharon Warden, Chair	
Mr. George Archuleta		Ms. Pam Pureza
Mrs. Virginia Houston		Dr. Denauvo Robinson
Dr. Shelia Williams		

The following staff members were present:

Dr. Catherine Edmonds, Superintendent  
Rhonda James-Davis, Chief Human Resources Officer  
Karen Dameron, Interim Human Resources Officer  
Meredith Collins, Interim Finance Officer  
Tammy W. Sawyer, Director of Community Schools/PIO  
Bert Lane, Director, Title I  
Katina Jones-Waples, Principal, Sheep-Harney Elementary School  
Angela Cobb, Principal, Northeastern High School  
Antoinette Reid, Director, Parent Engagement  
Shelia Hughes, Health Sciences Teacher, Northeastern High School

**I. Meeting Called to Order**

Chair Warden called the meeting to order at 7:00 p.m.

**II. Pledge of Allegiance and Moment of Silence**

Superintendent Edmonds led members and guests in the Pledge of Allegiance, followed by a Moment of Silence.

**III. Approval of Agenda (Action)**

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

**IV. Superintendent's Report**

Duke/UNC Tobacco Training Update: Michelle Flach shared information on the training with the Board. There will be future training opportunities this year. The immediate training available was too soon for us to determine appropriate staff to send. It is important to have the right person trained for this program.

Superintendent Edmonds introduced Ms. Rachael Haines, our new Chief Finance Officer, and welcomed her to ECPPS. Ms. Haines will report on November 1<sup>st</sup>.

Superintendent Edmonds welcomed Mrs. Shelia Hughes, CTE Coordinator, and Mr. Jerry Newell, Chief for Pasquotank-Camden Emergency Medical Services. Mrs. Hughes worked with Chief Newell to secure a donation of an AED (automated external defibrillator) for Sheep-Harney Elementary School auditorium through the Pasquotank-Camden EMS.

Superintendent Edmonds shared, our district is required to have a plan in place to support our four low-performing schools which includes PW Moore, Pasquotank Elementary, Pasquotank County High, and Elizabeth City Middle. The plan will address: School Performance Grades, school growth score, and support from central services for improvement. The Low-Performing Plan for ECPPS will be presented for Board consideration at the November 12th Committee Meetings.

#### **V. Approval of Minutes (Action)**

A motion was made by Virginia Houston, seconded by Walter B. Jolly, and unanimously carried to approve the minutes for:

- September 23, 2019 (Regular Meeting)
- October 9, 2019 (Special Session)
- October 21, 2019 (Committee Meetings)

#### **VI. Consent Agenda (Action)**

The following action items were discussed during committee meetings on October 21, 2019, and are recommended for approval.

#### **Financial, Business, and Technology Systems**

1. Disposal of Obsolete Computer & Electronic Equipment
2. Central Elementary Surplus
3. Fire Truck Donation

Rhonda James-Davis introduced Shelia Hughes, CTE Coordinator, to provide information on the donation of the fire truck, along with a copy of the agreement for the donation. The agreement provides specifics regarding the donation of the fire truck. Mrs. Hughes thanked Interim Chief Carver for this opportunity. We will replace the current fire truck with the one donated.

A motion was made by Pam Pureza to approve the consent agenda as well as approve the agreement from the City of Elizabeth City for the Fire Truck Donation, seconded by Dr. Denauvo Robinson, and unanimously carried.

#### **VII. Public Forum (Citizen Comments to the Board)**

Dorsey Harris addressed the Board regarding Women's League of Voters and provided information on their 100<sup>th</sup> celebration. Thursday, October 1, 2020, the Museum of the Albemarle will host the original declaration of Women's Right to Vote. Encouraging field trips for the amendment.

Mr. Jose Colon addressed the Board and Superintendent Edmonds regarding concerns with his child.

## Closed Session

A motion to enter closed session was made by Pam Pureza, and seconded, for the purpose of considering personnel actions that involve employees of this Board as allowed by N.C. General Statute 143-318.11(a)(6) and regarding student matters as allowed by N.C. General Statute 143.318.11(a)(1).

Upon the board's motion to enter closed session, staff and guests exited the board room. Dr. Catherine Edmonds, Ms. Karen Dameron, Rhonda James-Davis, and Tammy Sawyer remained.

During closed session, staff and the Board heard concerns from a parent regarding their child. After the parent exited the meeting, the board and staff discussed personnel matters.

A motion to come out of closed session was made at 8:30 p.m. by Virginia Houston, seconded 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 the closed session, a motion was made by Dr. Shelia Williams, seconded by George Archuleta, and unanimously carried to approve the following Action Agenda items presented for Excellent Educators.

## VIII. Action Agenda

### Excellent Educators

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- ELECTIONS						
OCTOBER 2019						
NAME	LAST	SITE	ASSIGNMENT	REPLACING	FUNDING SOURCE	EFFECTIVE
Marvalene	Mouzon	ECP-EC	Guidance Counselor	Naomi Howard	State	October 11, 2019
Leah	Maclin	NES	Grade 4	Charlotte Blount	State	September 3, 2019
Jonathan	White	PES	Grade 5	Tiara Baxter	State	October 2, 2019
Jazmine	Jones	SHES	Grade 5	Dawn Stallings	State	October 1, 2019
Jacqueline	James	ECMS	Custodian	N/A	State	September 30, 2019
James (Jim)	Pembroke	Maintenance	Groundskeeper I	Lance Sharber	Local	September 3, 2019
Emmanuel	Moss	Maintenance	Pesticide Technician I	Anthony Keeling	Local	October 1, 2019
*Roxanna	Whitehurst	NES	Custodian	N/A	State	October 1, 2019
Tesia	Bailey	PES	Behavior Coach	Karen Ellis	State	October 16, 2019
Nicole	Bryant	PES	Paraprofessional	Valine Boyd	State	October 3, 2019
Tavia	Spence	PES	Paraprofessional	Twylia Harry	State	October 3, 2019
Nyshiema	Stallings	PWM	Paraprofessional	Lavette Jones	State	September 23, 2019

Austin	Whedbee	PWM	Paraprofessional	Christopher Gilliam	State	September 11, 2019
*Merry	Brooks	WES	PT Custodian (current employee)	Olivia Whitehead	State	September 11, 2019
Added after 10/21/19						
Rachel	Pizano	JCS	Grade 4	Anna Sitterson	State	October 28, 2019
Clara	Thomas	NHS	Health Sciences Teacher	Sheila Hughes	State	November 4, 2019
Castillo	Mapo	PCHS	Science Teacher	Vivian McDaniels	State	October 2, 2019
Tiffany	Gregory	PCHS	Math Teacher	Ervin Howard	State	October 28, 2019
Veronica	Brownridge	PES	Receptionist	LaShannon Wyche	State	November 1, 2019
Robin	Woodley	PCHS	Exceptional Children Teacher	John Bicknell	Local	October 28, 2019
Lekia	Privott	PES	3rd Grade Teacher	Kristen Castelow	State	November 7, 2019
*Denotes part-time						

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- COACHES			
OCTOBER 2019			
NAME	LAST	ASSIGNMENT	SITE
Derek	Beach	Assistant Football Coach	RRMS
Crystal	East	Head Volleyball Coach	RRMS
Mark	Lathan	Assistant Football Coach	RRMS

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- RESIGNATIONS					
OCTOBER 2019					
NAME	LAST	SITE	ASSIGNMENT	YEARS IN ECPPS SYSTEM	EFFECTIVE
Anna	Sitterson	JCS	Grade 2	14 years, 2 months	September 9, 2019
April	Turner	NHS	Tennis Coach		August 5, 2019
Dawn	Price	PCHS	EC Teacher	2 years, 8 months	September 27, 2019
Allie	Cartwright	PES	Grade 5	4 years collectively	September 20, 2019
Jessica	Menges	PES	Teacher Assistant	2 years, 1 month	September 23, 2019
Jamaine	Fleming	PWM	Teacher Assistant	1 year, 6 months	October 18, 2019
Leonard	Carmichael	RRMS	Volleyball Coach	1 year, 1 month	August 30, 2019
Added after 10-21-19					
Joyeria	Brothers	ECMS	CTE Teacher	17 years	November 6, 2019
Tracey	Chesson	SH	Pre-K Teacher Assistant	1 month	October 13, 2019
Elsie	Combs	NHS	Cafeteria Assistant & Bus Driver	31 years, 6 months	October 31, 2019
Sheronda	Rountree	PCHS	Exceptional Children Teacher Assistant	2 years, 8 months	September 26, 2019
Nathena	Jackson	RRMS	Science Teacher	1 year, 4 months	October 25, 2019
LaShannon	Wyche	PES	Receptionist	11 months	October 11, 2019
Kristen	Castelow	PES	3rd Grade Teacher	2 months	November 1, 2019
April	Coen	PWM	Exceptional Children Teacher	2 years, 2 months	November 14, 2019
Clara	Schwartz	PWM	Exceptional Children Teacher	8 months	November 14, 2019
Kelly	Munden	NES	Custodian	2 years, 11 months	October 7, 2019
Shawnta	Saunders	RRMS	Exceptional Children Teacher	2 years, 1 month	November 15, 2019

**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- REASSIGNMENTS**

**OCTOBER 2019**

<b>NAME</b>	<b>LAST</b>	<b>CURRENT ASSIGNMENT</b>	<b>NEW ASSIGNMENT</b>	<b>FUNDING SOURCE</b>	<b>DATE</b>
Dawn	Stallings	Grade 4 - SHES	AIG/Instructional Coach - SHES	State	October 1, 2019
Shanae	Christian	Paraprofessional - WES	Grade 4 Teacher - PES	State	October 7, 2019
Tammy	Sawyer	Executive Assistant to the Superintendent	Director of Community Schools & Executive Assistant to the Superintendent and Board of Education	State	November 1, 2019

**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- LEAVES OF ABSENCE**

**OCTOBER 2019**

<b>NAME</b>	<b>LAST</b>	<b>SITE</b>	<b>ASSIGNMENT</b>	<b>BEGINNING DATE</b>
Stephanie	Grubb	CES	Teacher	August 16, 2019
lonie	Hope-Oliver	JCS	Teacher	January 3, 2020
Rebecca	Masters	CES	Teacher	November 20, 2019
Karin	Price	NES	EC Teacher	September 11, 2019
Bethany	Riddick	PWM	Teacher	October 29, 2019
Renee	Tamarelli	Edgewood	Autism Behavior Specialist	October 24, 2019

**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- SUBSTITUTES**

**OCTOBER 2019**

Lori	Moore	Substitute - Bus Driver
Barbara	Paige	Substitute - Bus Driver
Sarah	Perry	Substitute - Bus Driver
Tonja	White	Substitute - Bus Driver
Tessie	Riley	Substitute - Custodian
Ainslie	Franklin	Substitute Teacher
Angela	Brumsey	Substitute Teacher
Glenda	Thomas	Substitute Teacher
Mary	Mann	Substitute Teacher
Earline	Sutton	Substitute Teacher
Eric	Poyner	Substitute Teacher
Richard	Robinson	Substitute Teacher
Shontia	Poyner	Substitute Teacher
Melanii	Norman	Substitute Teacher
Leonard	Carmichael	Substitute Teacher
Jordonn	Lassiter	Substitute Teacher
Kawana	Hall	Substitute Teacher
Laverne	Gaylord	Substitute Teacher
Michael	Quillen	Substitute Teacher
Lina	Blasco	Substitute Teacher
Linda	Franklin	Substitute Teacher
Jennifer	Cook	Substitute Teacher

Shanta	Watkins	Substitute Teacher
Bernadette	Griffin	Substitute Teacher
Shequanda	Green	Substitute Teacher
Bettie	Lyons	Substitute Teacher
William	Mansfield	Substitute Teacher
Lisa Robyn	Culpepper	Substitute Teacher
David	Shelton	Substitute Teacher
Tara	White	Substitute Teacher
Kaisa	Hall	Substitute Teacher
Veronica	Creecy	Substitute Teacher
Allison	Hopper	Substitute Teacher
LaShona	Hunter	Substitute Teacher
Dymon	Brookins	Substitute Teacher
Kristen	Waterbury	Substitute Teacher
Denise	Lister	Substitute Teacher
Symphony	Mullins	Substitute Teacher
Anita	Holley	Substitute Teacher
Joni	Fender	Substitute Teacher
Claude	Harris	Substitute Teacher
Christopher	Eure	Substitute Teacher
Vanessa	Shaw	Substitute Teacher
Stephanie	White	Substitute Teacher
Patricia	Hollingsworth	Substitute Teacher
Elizabeth	Edwards	Substitute Teacher
Christy	McKethan	Substitute Teacher
Stacia	Sparrows	Substitute Teacher
Delisha	Felton	Substitute Teacher
Sandra	Anderson	Substitute Teacher
Kwanisha	Williams	Substitute Teacher
Josette	Walker	Substitute Teacher
Jeanell	Oliphant	Substitute Teacher
Sheronda	Rountree	Substitute Teacher

## **IX. Other**

Superintendent Edmonds shared graduation dates and information with the Board. Pasquotank County High will hold graduation on Friday, June 12, 2020, at 7:00 p.m. Northeastern High will hold graduation on Saturday, June 13, 2020, at 9:00 a.m. Information will be posted on our website.

## **X. Adjournment**

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and unanimously carried to adjourn the meeting. There being no further business, the meeting adjourned at 8:44 p.m.

---

Chair

---

Secretary