

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
November 25, 2019 – Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, November 25, 2019, at 7:00 p.m. in the media center at Pasquotank Elementary School. The following Board members were present and constituted a quorum:

Ms. Sharon Warden, Chair

Mr. George Archuleta  
Mrs. Virginia Houston  
Dr. Denauvo Robinson

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

The following staff members were present:

Dr. Catherine Edmonds, Superintendent  
Rhonda James-Davis, Chief Human Resources Officer  
Rachael Haines, Chief Finance Officer  
Meredith Collins, Assistant Finance Officer  
Tammy W. Sawyer, Director of Community Schools/PIO & Exec. Asst. to Board & Supt.  
Bert Lane, Director, Title I  
Leigh Austin, District Instructional Coach  
LaShekia Brothers, Assistant Principal, Pasquotank Elementary School  
Simona White, Principal, Northside Elementary School  
Angela Cobb, Principal, Northeastern High School  
Jamie Liverman, Principal, Pasquotank Elementary School  
Juvanda Crutch, Principal, Pasquotank County High School  
Dexter Jackson-Heard, Principal, P.W. Moore Elementary School  
Adrian Fonville, Principal, River Road Middle School  
Katina Jones-Waples, Principal, Sheep-Harney Elementary School  
Stephanie Ambrose, Principal, Weeksville Elementary School  
Shelia Hughes, Coordinator, CTE  
Antoinette Reid, Director, Student Services

**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 George Archuleta, seconded by Dr. Shelia Williams, and unanimously carried to approve the agenda as presented.

**IV. Superintendent's Report**

Superintendent Edmonds presented Principal Fonville with a plaque in honor of him being named the ECPPS Principal of the Year for 2020.

Superintendent Edmonds updated the Board on communication efforts for our Low-Performing District Plan currently under review. The plan is on our website, information is included in the district newsletter, flyers will be sent home with students of the four low-performing schools, a phone notification will be sent to parents of the four low-performing schools to make them aware of the plan and the opportunity for feedback. Dr. Edmonds will schedule an interview with Reggie Ponder from the Daily Advance to highlight the plan and opportunity for feedback in the newspaper.

Superintendent shared the new district newsletter with the Board and guests. The newsletter will be issued monthly beginning December 2019.

Superintendent Edmonds welcomed and introduced NC Secretary of State, Elaine Marshall. Secretary Marshall shared a presentation on the North Carolina-Moldova Partnership. Superintendent Edmonds traveled to Moldova during the summer of 2019 as part of the partnership. She also shared a presentation on her experience there this summer.

Chair Warden shared an update on the special session held on November 18, 2019, in Greensboro, NC. Due to the fact that we were unable to hold a retreat with the Board in Ocracoke in September as originally planned, the meeting was held in Greensboro while the Board and RTI staff, Dr. Angela Quick, were together for the NCSBA Conference. During the meeting, the Board discussed the strategic planning process. There will be opportunity for the Board to meet with community and staff and for them to provide feedback once the strategic planning process begins. Chair Warden shared that the Board wants to be transparent about the process and looks forward to beginning the work.

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

A motion was made by Virginia Houston, seconded by Dr. Shelia Williams, and unanimously carried to approve the minutes for:

- October 28, 2019 (Regular Meeting)
- November 12, 2019 (Committee Meetings)
- November 18, 2019 (Work Session)

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

The following action items were discussed during committee meetings on November 12, 2019, and are recommended for approval.

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

1. Budget Amendments
2. Surplus List (Transportation, CES, HLT, PCHS-CTE, ECPEC, Maintenance, NHS, PES, JCS, PWM)
3. After School Care Licensing

A motion was made by Pam Pureza to approve the consent agenda, seconded by Walter B. Jolly, and unanimously carried.

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

Keith Rivers, parent from J.C. Sawyer, shared that the Duke TIP meeting held recently was awesome. He thanked the superintendent and staff for the information shared.

Gerri Hill, grandparent from Pasquotank Elementary School student, spoke regarding the concerns at Pasquotank Elementary School.

**Closed Session**

A motion to enter closed session was made by Pam Pureza, seconded by George Archuleta, 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).

Upon the board’s motion to enter closed session, staff and guests exited the board room. Dr. Catherine Edmonds, Rhonda James-Davis, and Tammy Sawyer remained. Closed session began at 8:25 p.m.

During closed session, the board and staff discussed personnel matters.

A motion to come out of closed session was made at 8:46 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 Pam Pureza, 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						
NOVEMBER 2019						
NAME	LAST	SITE	ASSIGNMENT	REPLACING	FUNDING SOURCE	EFFECTIVE
Gavin	Lewis	RRMS	EC Teacher	LaShonda Dance	Federal	November 4, 2019
*Vanessa	Shaw	JCS	After School Care - Lead Teacher	Shamira Moore	AFSC	October 11, 2019
Katlyn	Stevenson	PCHS/NHS	School Nurse	Ashley Pugh	Local	October 21, 2019
Agnes	Barnes	PWM	EC Paraprofessional	Alcani Stepney	State	October 28, 2019
*Denotes part-time						
Added after 11-18-19						
Megan	Pennington	PCHS	AVID Teacher		State	November 12, 2019
Shequonda	Green	JCS	Teacher Assistant		State	October 28, 2019
Brian	Smith	RRMS	Custodian	Doris Green	State	October 28, 2019
Teresa	Vandiver	PES	Media Coordinator	Krystal Lancaster	State	November 15, 2019
Victoria	Messex	SH	EC Pre-K Teacher	Josette Brookins		November 15, 2019
Brenton	Lago	PWM	EC Teacher	Bobbi Jo Ward		November 15, 2019
Cheryl	Burnett	SH	1st Grade Teacher		State	November 18, 2019
Clara	Thomas	NHS	Health Occupation Teacher	Shelia Hughes		November 12, 2019

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- COACHES			
NOVEMBER 2019			
NAME	LAST	ASSIGNMENT	SITE
Andre	Cherry	Girls Head Varsity Basketball Coach	NHS

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- RESIGNATIONS					
NOVEMBER 2019					
NAME	LAST	SITE	ASSIGNMENT	YEARS IN ECPPS SYSTEM	EFFECTIVE
Stephanie	Young	ECMS	EC Teacher	3 months	November 14, 2019
Lytेशia	Riddick	PES	Varsity Cheering Coach	3 years collectively	September 30, 2019
Austin	Whedbee	PWM	Paraprofessional	1 month	October 14, 2019
LaShonda	Dance	RRMS	EC Teacher	2 months	October 31, 2019
Barbara	Bell	Transportation	Bus Driver	18 years collectively	November 29, 2019
Toni	Floyd	Transportation	Director of Transportation	2 years, 10 months	November 29, 2019
Jacqueline	Reid	Transportation	Bus Driver	18 years collectively	November 29, 2019

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- REASSIGNMENTS					
NOVEMBER 2019					
NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	FUNDING SOURCE	DATE
Deneal	Banks	AfterSchool Director - District Wide	Grade 5 Teacher - PES	State	October 17, 2019

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- LEAVES OF ABSENCE				
NOVEMBER 2019				
NAME	LAST	SITE	ASSIGNMENT	BEGINNING DATE
Ronnie	Dance	Maintenance	HVAC Filter Changer	September 17, 2019
Leslie	Elliott	PCHS	Cafeteria Assistant	August 26, 2019
Linda	Houlroyd	Central Office	Federal Programs Administrative Assistant	October 30, 2019
Sandy	Madre	Edgewood	Technology Specialist III	October 17, 2019

**IX. Board Member Reports**

**X. Other**

**XI. Adjournment**

A motion was made by Pam Pureza, seconded by George Archuleta, and unanimously carried to adjourn the meeting.

There being no further business, the meeting adjourned at 8:50 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary