

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
December 16, 2019 – Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, December 16, 2019, at 4:00 p.m. in the boardroom of the ECPPS Administrative Offices. The following Board members were present and constituted a quorum:

Dr. Denauvo Robinson, Chair  
Mr. George Archuleta  
Mr. Walter B. Jolly  
Dr. Shelia Williams

Mrs. Sharon Warden, Vice-Chair  
Mrs. Virginia Houston  
Mrs. Pam Pureza

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  
Principals and Teachers

**I. Meeting Called to Order**

Chair Robinson called the meeting to order at 4:00 p.m.

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

Zohnnique Johnson and Miles Everett, students from Central Elementary, led members and guests in the Pledge of Allegiance. Superintendent Edmonds requested a Moment of Silence.

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

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

**IV. Superintendent's Report**

Superintendent Edmonds recognized teachers for exceeding expected growth for 2018-2019.

Superintendent Edmonds recognized Shelley Greene for being named a North Carolina Math Teacher of the Year for 2019 by the NC Council for Teachers of Mathematics.

Superintendent Edmonds recognized students for their 2019 ECPPS Holiday Card artwork contribution.

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

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

- November 25, 2019 (Regular Session)
- December 2, 2019 (Special Session/Organizational Meeting)

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

There were no requests for public forum.

## **VII. Action Agenda**

The following items were presented for the Board's consideration:

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

#### 1. Budget Amendment #801

A motion was made by Pam Pureza, seconded by George Archuleta, and unanimously carried to approve Budget Amendment #801.

#### 2. ECPPS Employee Safety Program

A motion was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried to approve the ECPPS Employee Safety Program.

#### 3. Authorization to Apply for Impact Aid

A motion was made by Pam Pureza, seconded by Sharon Warden, and unanimously carried to authorize the district to apply for Impact Aid.

#### 4. Resolution Urging the State to Take Action to Remit Civil Penalties Unconstitutionally Withheld from North Carolina's Public Schools.

A motion was made by Pam Pureza, seconded by Sharon Warden, and unanimously carried to adopt the Resolution Urging the State to Take Action to Remit Civil Penalties Unconstitutionally Withheld from North Carolina's Public Schools.

### **Policy**

#### 1. 7241: Drug & Alcohol Testing of Commercial Motor Vehicle Operators

A motion was made by Dr. Shelia Williams, seconded by Pam Pureza, and unanimously carried to approve Policy 7241 as presented.

### **Personalized Education**

#### 1. ECPPS District Low-Performing Plan for ECMS, PES, PCHS, PWM

A motion was made by Virginia Houston, seconded by Sharon Warden, and unanimously carried to approve the ECPPS Low-Performing Plan as presented.

The following agenda items were shared with the Board as information or for review:

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

1. Building Rental Report (R. Haines - Information only)
2. Monthly Maintenance & Roof Inspection Reports (F. Floyd - Information only)

### **Policy**

1. 7360/8225: Crowdfunding (R. Haines)

2. 5220: Collections and Solicitations (R. Haines)
3. 5220-R: Collections, Solicitations, and Fundraising (R. Haines – Information only)

**Closed Session**

A motion to enter closed session was made by Pam Pureza, seconded by George Archuleta, and unanimously carried, 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 5:36 p.m.

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

A motion to come out of closed session was made at 6:04 p.m. by Virginia Houston, seconded by Walter Jolly, 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 Sharon Warden, 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						
DECEMBER 2019						
NAME	LAST	SITE	ASSIGNMENT	REPLACING	FUNDING SOURCE	EFFECTIVE
Markeena	Felton	PWM	Paraprofessional	Austin Whedbee	State	December 9, 2019
Nakia	Spence	WES	Paraprofessional	Shanae Christian	State	December 12, 2019
Cotina	Skinner	PES	Grade 4/5 Interventionist		State	December 3, 2019
Christopher	Jackson	ECMS	Custodian	Kelly Martin	State	November 25, 2019
Latasha	Kee	NES	Cleaner	Kelly Munden	State	December 2, 2019
Elizabeth	Bill	CES	Music Teacher	David Byrum	State	January 6, 2020
Steohen	Bill	PWM	Exceptional Children Teacher	Clara Schwartz	Federal	January 6, 2020
Leila	Hairson	RRMS	Exceptional Children Teacher	Shawnta Saunders	Federal	December 9, 2019
Barbara	Paige	Transportation	Bus Driver		State	October 2, 2019
Stephanie	Young	ECMS	Exceptional Children Teacher	Resignation Rescinded	State	November 15, 2019

<b>ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- COACHES</b>					
<b>DECEMBER 2019</b>					
<b>NAME</b>	<b>LAST</b>	<b>ASSIGNMENT</b>	<b>SITE</b>		
Travis	McWilliams	Boys Assistant Basketball Coach	RRMS		
Eric	Fazekas	Wrestling Coach	PCHS		
<b>ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- REASSIGNMENTS</b>					
<b>DECEMBER 2019</b>					
<b>NAME</b>	<b>LAST</b>	<b>CURRENT ASSIGNMENT</b>	<b>NEW ASSIGNMENT</b>	<b>FUNDING SOURCE</b>	<b>DATE</b>
Sarah	Byrum	Assistant Principal - ECMS	Social Studies Teacher - NHS	State	January 3, 2020
Cheryl	Burnett	Teacher Assistant - SH	Grade 1 Teacher - SH	State	November 18, 2019
Melanii	Norman	Substitute Teacher	EC Paraprofessional - PCHS	State	December 9, 2019
Barbara	Davis	AFSC Substitute	AFSC Lead Teacher - NES	AFSC	November 18, 2019
Wilesha	Harris	Caferia Substitute	Cafeteria Assistant - PES	Café	October 14, 2019
<b>ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- LEAVES OF ABSENCE</b>					
<b>DECEMBER 2019</b>					
<b>NAME</b>	<b>LAST</b>	<b>SITE</b>	<b>ASSIGNMENT</b>	<b>BEGINNING DATE</b>	
Holly	Cartwright	SH	Pre-K Teacher	November 12, 2019	
Rhonda	Sawyer	Maintenance	Athletic Field Specialist	November 19, 2019	
Earl Ray	Morgan	HLT	Math Teacher	November 13, 2019	
Jenny	Jackson	PCHS	English Teacher	October 14, 2019	
<b>ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- SUBSTITUTES</b>					
<b>DECEMBER 2019</b>					
Judith	Stallings	Substitute Receptionist			
Lucretia	Brickhouse	Substitute - Café			
Megan	Adams	Substitute - Café			
Stacey	Poole	Substitute - Café			
Shawndry	Lee	Substitute - Café			
Yolanda	Vann-Stokley	Substitute Teacher			
Evelyn	Johnson	Substitute Teacher			
Helen	Kanu	Substitute Teacher			
Sabrina	Williams	Substitute Teacher			
Laura	Boykin	Substitute Teacher			
Joyce	Turner	Substitute Teacher			
Felnita	White	Substitute Teacher			
Nathena	Jackson	Substitute Teacher			

Robert	Waltemeyer	Substitute Teacher
Kameron	Nickens	Substitute Teacher
Lacresha	Moore	Substitute - Bus Driver
Scott	Collins	Substitute - Bus Driver

The following information was shared with the Board as information:

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- RESIGNATIONS					
DECEMBER 2019					
NAME	LAST	SITE	ASSIGNMENT	YEARS IN ECPPS SYSTEM	EFFECTIVE
Edward	Thornton	NHS	Social Studies Teacher	27 years, 3 months	December 31, 2019
Whitney	Evans	CES	Kindergarten Teacher	5 years, 11 months	January 3, 2020
Suzanne	Jackson	PWM	Kindergarten Teacher	24 years, 3 months	December 31, 2019
Patricia	Thornton	NHS	Science Teacher	24 years, 3 months	December 31, 2019
Brandon	Watson	JCS	AFSC	8 months	November 8, 2019
Nicole	Bryant	PES	Teacher Assistant	2 months	December 6, 2019

## IX. Board Member Reports

Members shared how nice the concerts and holiday programs were and how much they enjoyed attending. It was shared that Sentara participated in “Stuff the Ambulance” again this year and what a success it was. This event provides gifts for children in our district in need during the holidays. The Northeastern Championship game was discussed and the pride in how the event brought the community together.

## X. Other

### 1. Board of Education Committee & Other Assignments

The Board Committees will remain the same except for Financial, Business & Technology Systems – Sharon Warden will now chair the committee.

## XI. Adjournment

A motion was made by Dr. Denauvo Robinson, seconded by Walter Jolly, and unanimously carried to adjourn the meeting.

There being no further business, the meeting adjourned at 6:15 p.m.

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Chair

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Secretary