

**MINUTES**  
**BOARD OF EDUCATION**  
**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS**  
**February 18, 2020 – Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met on Tuesday, February 18, 2020, for the purpose of holding Committee Meetings. The Committee Meetings were called to order at 3:00 p.m. by Chair Robinson and were held in the Board Room of the Administration Building. Chair Robinson read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. Board members did not identify any conflicts or potential conflicts.

**I. Financial, Business and Technology Systems Committee**

**Committee Members Present:** Sharon Warden (Chair), Virginia Houston, Walter B. Jolly

**Other Board Members Present:** George Archuleta, Dr. Denauvo Robinson

**Staff Present:** Dr. Catherine Edmonds, Rhonda James-Davis, Rachael Haines, Bert Lane, Angela Cobb, Meredith Collins, Frankie Floyd, Amber Godfrey, Jennifer Hawkins, Michelle Flach, Dexter Jackson-Heard, Stephanie Ambrose, Shelia Hughes, and Tammy Sawyer.

**2020-2021 School Calendars**

Rhonda James-Davis, Chief Human Resources Officer, presented the drafts of the 2020-2021 calendars to the Board for consideration. The calendar drafts included Option 2 for the traditional schools as well as the ECP Early College calendar. She requested the calendars be placed on the consent agenda for approval on February 24, 2020.

**Maintenance Monthly Report**

Frankie Floyd, Director of Maintenance, shared the monthly maintenance report as information for board members.

**Roof Inspection Report**

Frankie Floyd, Director of Maintenance, shared the monthly roof inspection report as information for board members.

**Budget Amendments**

Rachael Haines, Chief Finance Officer, presented budget amendments #103, #202, #303, #803, and requested these items be placed on the consent agenda for February 24, 2020.

**Fundraising Request – Barnstorming Event**

Rachael Haines, Chief Finance Officer, presented fundraising requests for Northeastern High School and J.C. Sawyer Elementary for consideration. She requested the fundraising requests be placed on the consent agenda for February 24, 2020.

**2020 NCSBA Legislative Committee Appointment**

Chair Robinson shared the request to have a Board Member appointed to serve on the NC School Boards Association Legislative Committee. He asked any member interested, to please let him know.

## **II. Personalized Education**

**Committee Members Present:** Walter Jolly (Chair), George Archuleta, Dr. Sheila Williams

**Other Board Members Present:** Virginia Houston, Pam Pureza, Dr. Denauvo Robinson, Sharon Warden

**Staff Present:** Dr. Catherine Edmonds, Rhonda James-Davis, Rachael Haines, Bert Lane, Angela Cobb, Meredith Collins, Frankie Floyd, Amber Godfrey, Jennifer Hawkins, Michelle Flach, Dexter Jackson-Heard, Stephanie Ambrose, Shelia Hughes, and Tammy Sawyer.

### **CTE Proclamation**

Shelia Hughes, CTE Coordinator, shared a proclamation sent from Governor Cooper declaring February CTE Month.

### **Consolidated School Improvement Plan (CSIP) Updates**

The following principals shared the CSIP update for their school:

Principal Juvanda Crutch, Pasquotank County High School

Principal Angela Cobb, Northeastern High School

Principal Dexter Jackson-Heard, P.W. Moore Elementary School

Principal Stephanie Ambrose, Weeksville Elementary School

### **Second Chance Summer Program**

Jennifer Hawkins, Director of Testing and Accountability/Instructional Coach, shared information with the Board about the opportunity for ECPPS to participate in Second Chance Summer School this year. She requested this item be placed on the consent agenda for February 24, 2020.

The Board recessed at 5:00 p.m. Board members Virginia Houston and George Archuleta exited during the recess. The Board meeting resumed at 5:10 p.m.

A motion was made by Pam Pureza, seconded by Sharon Warden, and unanimously carried to place approval for ECPPS to participate in the Second Chance Summer Program on the consent agenda for February 24, 2020.

## **III. Excellent Educators**

**Committee Members Present:** Pam Pureza (Chair), Walter Jolly, Dr. Sheila Williams

**Other Board Members Present:** George Archuleta, Virginia Houston, Dr. Denauvo Robinson, Sharon Warden

**Staff Present:** Dr. Catherine Edmonds, Rhonda James-Davis, Rachael Haines, Bert Lane, Angela Cobb, Meredith Collins, Frankie Floyd, Amber Godfrey, Jennifer Hawkins, Michelle Flach, Dexter Jackson-Heard, Stephanie Ambrose, Shelia Hughes, and Tammy Sawyer.

**Teacher of the Year Representative**

Dr. Amy Spencer, Chief Academic Officer, requested a representative an appointment from the Board of Education to have a representative of the Board serve on the Teacher of the Year Selection Committee. The Board appointed George Archuleta to serve on this committee.

**Closed Session**

A motion was made by Pam Pureza, seconded by Walter Jolly, and unanimously carried for the Board to go into closed session 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 5:25 p.m.

A motion to come out of closed session was made by Walter Jolly, seconded by Sharon Warden, 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. Closed session ended at 5:50 p.m.

Dr. Sheila Williams exited the meeting at the end of the closed session.

**IV. Other**

The Board discussed the strategic planning process and the possibility of approving and implementing the process in phases based on support needed. A motion was made by Pam Pureza, seconded by Sharon Warden, and unanimously carried to place Phase I and Phase II on the consent agenda for February 24, 2020.

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

There being no further business, the meeting adjourned at 5:58 p.m.

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Chair

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Secretary