

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
March 19, 2020 – Regular Meeting**

The Elizabeth City-Pasquotank Board of Education met in regular session on Thursday, March 19, 2020, in the multi-purpose room at Pasquotank Elementary School. The following Board members were present and constituted a quorum:

Dr. Denauvo Robinson, Chair

Mr. George Archuleta
Mrs. Virginia Houston
Ms. Sharon Warden

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

The following staff members were present:

Dr. Catherine Edmonds, Superintendent
Rachael Haines, Chief Finance Officer
Rhonda James-Davis, Chief Human Resources Officer
Dr. Amy Spencer, Chief Academic Officer
Tammy W. Sawyer, Director of Community Schools/PIO & Exec. Asst. to Board & Supt.

I. Meeting Called to Order by Chair

Chair Robinson called the meeting to order at 6:15 p.m.

II. Pledge of Allegiance and Moment of Silence

Chair Robinson led members and guests in the Pledge of Allegiance. Reverend Spence brought the invocation.

III. Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest

Sharon Warden read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. The record reflects that no conflicts exist.

IV. Approval of Agenda (Action)

A motion was made by George Archuleta, seconded by Virginia Houston, and unanimously carried to approve the agenda as presented.

V. Superintendent's Report

Superintendent Edmonds and members of the ECPPS Critical Incident Response Team provided updates on the school district's response to COVID-19.

VI. Approval of Minutes (Action)

A motion was made by Virginia Houston, seconded by Sharon Warden, and unanimously carried to approve the minutes for:

- February 24, 2020 (Regular Meeting)
- March 15, 2020 (Emergency Meeting)

VII. Public Forum (Citizen Comments to the Board)

There were no requests for public forum.

VIII. Action Items

Financial, Business, and Technology Systems

- Budget Amendments #104, #203, #304 (Action Item)
- Resolution Granting Emergency Powers to Superintendent (Action Item)

A motion was made by Sharon Warden, seconded by George Archuleta, and unanimously carried to approve the amendments as presented, with changes as suggested.

A motion was made by George Archuleta, seconded by Pam Pureza, and unanimously carried to approve a resolution granting emergency powers to the superintendent.

IX. Progress Report to Date from Superintendent

Superintendent Edmonds shared a presentation and information with the Board to highlight the progress of the district since her employment with ECPPS in July 2019.

X. Closed Session

A motion was made by Pam Pureza, for the Board to enter 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 remained. Closed session began at 7:21 p.m. During closed session, the board discussed the evaluation of the superintendent. At 8:01 p.m., Rhonda James-Davis and Tammy Sawyer joined closed session. The board discussed personnel matters.

A motion to come out of closed session was made by Pam Pureza, 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 8:09 p.m.

**XI. Action Items
Excellent Educators**

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- ELECTIONS						
MARCH 2020						
NAME	LAST	SITE	ASSIGNMENT	REPLACING	FUNDING SOURCE	EFFECTIVE
Deja	Thornton	PWM	Teacher Assistant	Antoine Sawyer	State	February 25, 2020
Nicole	Bryant	NHS	Bilingual Teacher Assistant		State	March 9, 2020
Robin	Walden	JCS	AFSC Program Assistant	Brandon Watson	AFSC	March 16, 2020
Latisha	Overton	SH	Special Pre-K Teacher Assistant		State	March 9, 2020
James	Harris	SH	Teacher Assistant	Chase Byrum	State	March 4, 2020
Stacia	Baugh	PES	Exceptional Children Teacher Assistant	Jessica Menges	State	March 6, 2020
Kimberly	Underwood	ECMS	Bookkeeper	Patricia White	State	March 16, 2020

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- COACHES			
MARCH 2020			
NAME	LAST	ASSIGNMENT	SITE
Samuel	Ownley	Boys Track Coach	ECMS
Tashon	Muschette	Head Softball Coach	ECMS
Danielle	Barco	Head Softball Coach	RRMS

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- REASSIGNMENTS					
MARCH 2020					
NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	FUNDING	DATE
Jennifer	Freshwater	Custodian	School Secretary	State	March 2, 2020
Stacey	Poole	Cafeteria Substitute	Cafeteria Assistant	Child Nutrition	February 10, 2020

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- LEAVES OF ABSENCE				
MARCH 2020				
NAME	LAST		ASSIGNMENT	BEGINNING DATE
Larry	Broyles	Sheep-Harney	Health/PE Teacher	03/20/2020
Bernandine	Wood	Pasquotank Elementary	Instructional Coach	Intermittent
Chudney	Hill	Pasquotank Elementary	Exceptional Teacher	05/04/2020
Sierra	Overton	Edgewood	EC Bus Transportation Coordinator	03/24/2020
Brad	Buckner	ECMS	Social Studies Teacher	Intermittent
Wesley	Borton	Pasquotank High	English Teacher	05/12/2020
Kelly	Cowell	Central Office	District Instructional Coach/BT Elementary	03/11/2020
Christina	Bleich	Weeksville Elementary	2nd Grade Teacher	02/24/2020

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- SUBSTITUTES		
MARCH 2020		
NAME	LAST	ASSIGNMENT
Chase	Byrum	Substitute Teacher
Kari	Adams	Cafeteria Substitute
Kimberly	Taylor	Substitute Bus Driver
Fred	Womble	Substitute Bus Driver
Devin	Wilder	Substitute Teacher

A motion was made by Virginia Houston, seconded by Shelia Williams, and unanimously carried to approve the recommended elections, coaches, reassignments, leaves of absence and substitutes.

Information Only

ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS --- RESIGNATIONS					
MARCH 2020					
NAME	LAST	SITE	ASSIGNMENT	YEARS IN ECPPS SYSTEM	EFFECTIVE
Patricia	White	ECMS	Bookkeeper	6 years, 5 months	February 28, 2020
Latasha	Kee	NES	Custodian	2 months	February 3, 2020
Bev	Couture	PES	Exceptional Children Teacher Assistant	2 years, 6 months	March 3, 2020
Edward	Dunlow	ECMS	Head Baseball Coach	4 years	January 29, 2020
Jason	Wise	ECMS	Assistant Baseball Coach	2 months	February 24, 2020

XII. Ad Hoc Policy Committee

The Board will consider a new policy for appointments by ECPPS for the College of The Albemarle Board of Trustees. The policy is under review.

XIII. Board Member Reports

The Board members did not share reports for the March 19, 2020, meeting.

XIV. Other

There were no additional items for Board consideration during the March 19, 2020, meeting.

XIII. Adjournment

A motion was made by Sharon Warden, seconded by Virginia Houston, and unanimously carried to adjourn the meeting. The meeting adjourned at 8:16 p.m.

Chair

Secretary