

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
February 19, 2018**

The Elizabeth City-Pasquotank Board of Education met on Monday, February 19, 2018, for the purpose of holding Committee Meetings. The Committee Meetings were called to order by Chair Warden and were held in the Board Room of the Administration Building.

**I. Personalized Education Committee**

**Committee Members Present:** Walter Jolly (Chair), Dr. Denauvo Robinson  
**Other Board Members Present:** Pam Pureza, Virginia Houston, Sharon Warden  
**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tammy Sawyer, Amber Godfrey, Rhonda James-Davis, Jennifer Hawkins, Tracy Davenport, Frankie Floyd

The Personalized Education Committee did not meet.

Note: Safety threats issued via social media on Saturday and Sunday were handled and appropriate steps taken, however, principals were asked to remain at their schools for the day.

Chair Warden, on behalf of the Board, issued a sincere “thank you” to all staff and law enforcement officers for stepping up and being proactive in handling the matter regarding threats issues.

**II. Global Citizens and Healthy Students Committee**

**Committee Members Present:** Virginia Houston (Chair), Pam Pureza, Barry Overman  
**Other Board Members Present:** Walter Jolly, Dr. Denauvo Robinson, Sharon Warden, Dr. Sheila Williams  
**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tammy Sawyer, Rhonda James-Davis, Tracy Davenport, Amber Godfrey, Jennifer Hawkins, Frankie Floyd

Ms. Rhonda James-Davis, CTE Director, presented a list of recommended term limits for members of the ECPPS Business Advisory Council. She shared that the Council will hold its initial meeting in the near future.

Dr. Cartner recommended that NCSBA Fall 2017 Policy Updates (Set 2) be placed on the February 26th agenda for approval.

A motion was made by Virginia Houston, seconded by Walter Jolly, and unanimously carried to place the Business Advisory Council Term Limits recommendation and the NCSBA Fall 2017 Policy Updates on the February 26th consent agenda.

### **III. Financial, Business and Technology Systems Committee**

**Committee Members Present:** Virginia Houston, Dr. Denauvo Robinson, Sharon Warden

**Other Board Members Present:** Walter Jolly, Pam Pureza

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tammy Sawyer, Amber Godfrey, Jennifer Hawkins, Tracy Davenport, Rhonda James-Davis, Frankie Floyd

Dr. Cartner shared class size information and reported that class size requirements for 2018-19 would be the same as they were for 2017-18. Recent changes in legislation will provide a four year phase-in to meet the recommended class sizes. State funds will be provided for enhancement (P.E., art, music, etc.) teachers based on 1:191. Dr. Cartner shared that he anticipates the district needing approximately five additional teachers for 2018-19 to meet the K-3 class size requirements. He also shared concerns about class sizes for students in Grades 4-5 and in middle grades.

Mr. Lassiter shared the February Monthly Maintenance and Roof Inspection Reports.

Mr. Cox shared the February Building Rental Report.

Mr. Cox shared the FY18 Audit Contract. He reported the cost did not increase for this year.

Mr. Cox shared information he received from the N.C. Association of County Commissioners regarding the ¼ Cent Sales Tax Local Option. Members discussed the ¼ Sales Tax Local Option and the need to educate the public on the impact it could have on the community. They asked that the topic be placed on the agenda for the 2.20.18 joint meeting with the Board of Commissioners.

Mr. Cox presented Budget Amendments 103, 203, 303, and 803 and recommended they be placed on the February 26th consent agenda.

Dr. Cartner presented 2018-19 calendar recommendations for the traditional school year and the EC-P Early College. He shared that he looked into having exams before Christmas but ran into extreme differences and was not able to schedule exams for December.

A motion was made by Dr. Denauvo Robinson, seconded by Pam Pureza, and unanimously carried to place the following items on the February 26th consent agenda:

- Budget Amendments 103, 203, 303, and 803
- 2018-19 School Calendar (traditional calendar)
- 2018-19 School Calendar (early college)

## **Excellent Educators**

**Committee Members Present:** Pam Pureza (Chair), Walter Jolly, Sharon Warden

**Other Board Members Present:** Virginia Houston,, Dr. Denauvo Robinson

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tammy Sawyer, Amber Godfrey, Jennifer Hawkins, Tracy Davenport, Rhonda James-Davis, Frankie Floyd

Mr. Steve Lassiter presented information on legislated changes to teacher contracts that will take effect in the 2018-19 school year. Following Mr. Lassiter's presentation board members asked questions and discussed the matter at length.

## **Closed Session**

A motion was made by Pam Pureza, seconded by Virginia Houston, and unanimously carried to go into closed session for the purpose of considering personnel actions that involve employees of this Board as allowed by NC General Statute 143-318.11(a)(6).

Upon the board's motion to enter closed session, staff and guests exited the board room. Dr. Cartner and Mr. Lassiter remained.

During the closed session for "Excellent Educators," Board members reviewed resignations, elections, coaches, reassignments, leaves of absence, substitutes and personnel matters.

A motion to come out of closed session was made 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 closed session, a motion was made by Dr. Denauvo Robinson, seconded by Walter Jolly, and unanimously carried to approve placing items recommended for approval on the February 26th consent agenda.

Chair Warden requested an overview of plans the district has in place regarding school safety.

Dr. Cartner, Mr. Lassiter and Mr. Floyd provided information on the Critical Incident Response Plan, school safety drills and other matters pertaining to school safety. Board members dialogued with them at length for clarification and understanding. At the conclusion of the discussion, board members requested that Dr. Cartner place School Resource Officers (for elementary schools) on the agenda for the joint meeting with the Board of Commissioners.

There was discussion regarding scheduling information meetings for Commissioners and City Council.

There being no further business, the meeting adjourned at 4:42 p.m.