

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
August 28, 2017**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, August 28, 2017, at 7:00 p.m., in the Board Room of the Administration Building. The following Board members were present and constituted a quorum:

Ms. Sharon Warden, Chair	
Dr. Denauvo Robinson, Vice Chair	Mr. Walter Jolly
Mrs. Pam Pureza	Mr. Barry Overman
Dr. Sheila Williams	Mrs. Virginia Houston

The following Central Office and District staff members were present:

Dr. Larry W. Cartner, Superintendent  
Mr. Steve Lassiter, Assistant Superintendent  
Dr. Joanne Sanders, Chief Academic Officer  
Mr. Andrew Cox, Chief Financial Officer  
Ms. Tammy W. Sawyer, Community Schools Director/Public Information Officer

**I. Regular Meeting Called to Order**

Chair Warden called the regular meeting to order. She asked that Board members, staff and guests remember the residents of Texas during the Moment of Silence as they face Hurricane Harvey.

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

Superintendent Cartner led members and guests in the Pledge of Allegiance and a Moment of Silence.

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

A motion was made by Barry Overman, seconded by Dr. Denauvo Robinson, and unanimously carried to approve the agenda as presented.

**IV. Recognition of Guests**

Chair Warden recognized guests present.

**V. Superintendent's Report**

Dr. Cartner provided copies of the district newsletter "*Let's Connect – ECPPS News & Information*" to members.

Stella Duhaime, 2017-18 Teacher of the Year Representative for J. C. Sawyer Elementary School presented information on her teaching experience, her gratitude for the honor of being selected as her school's TOY and the impetus provided by a 5<sup>th</sup> grade teacher telling her "you can become, or you can overcome." Ms. Duhaime shared that the teacher's comments guided her decision to become an educator and she lives every day with the hope that she can change one student each day.

Dr. Cartner reported on his visits to all thirteen campuses today, the first day of the 2017-18 school year.

Dr. Cartner reported that student enrollment on the first day was 5338 (PreK-12).

Dr. Cartner reminded members of the NCSBA Fall District Meeting scheduled for September 6, 2017, in Pitt County.

## **VI. Approval of Minutes**

A motion was made by Pam Pureza,, seconded by Dr. Sheila Williams, and unanimously carried to approve the minutes of July 24, 2017 (regular session) and August 21, 2017 (committee meetings).

## **VII. Consent Agenda**

A motion was made by Pam Pureza and Virginia Houston, seconded by Barry Overman, and unanimously carried to approve the consent agenda items as follow:

### **Personalized Education:**

1. Alternative Accountability Model Option C for H. L. Trigg Community School

### **Global Citizens and Healthy Students:**

1. Waiving Review and Approval of Technical Revisions to the following policies:

<b>Updated Policy</b>	<b>Policy Title</b>
1510/4200/7270	School Safety
1610/7800	Professional and Staff Development
1710/4021/7230	Prohibition Against Discrimination, Harassment, and Bullying
3000	Goals and Objectives of the Educational Program
3101	Dual Enrollment
3102	Online Instruction
3220	Technology in the Educational Program
3300	School Calendar and Time for Learning
3320	School Trips
3405	Students at Risk of Academic Failure
3450	Class Rankings
3460	Graduation Requirements
3520	Special Education Programs/Rights of Students with Disabilities
3540	Comprehensive Health Education Program

<b>Updated Policy</b>	<b>Policy Title</b>
3610	Counseling Program
3620	Extracurricular Activities and Student Organizations
4040/7310	Staff-Student Relations
4100	Age Requirements for Initial Entry
4120	Domicile or Residence Requirements
4152	Unsafe School Choice Transfer
4201/7271	Injury and Loss Prevention
4270/6145	Concussion and Head Injury
4307	Disciplinary Action for Exceptional Children/Students with Disabilities
4335	Criminal Behavior
4340	School-Level Investigations
4351	Short-Term Suspension
4353	Long-Term Suspension, 365-Day Suspension, Expulsion
4400	Attendance
6120	Student Health Services
6125	Administering Medicines to Students
6200	Goals of Student Nutrition Services
6220	Operation of School Nutrition Services
6230	School Meal and Competitive Foods Standards
6305	Safety and Student Transportation Services
6306	School Bus Idling
6315	Drivers
6321	Bus Routes
6322	Student Assignment to Buses
6340	Transportation Service/ Vehicle Contracts
6524	Network Security
7100	Recruitment and Selection of Personnel
7130	Licensure
7265	Occupational Exposure to Hazardous Chemicals in Science Laboratories
7335	Employee Use of Social Media
7405	Extracurricular and Non-Instructional Duties
7410	Teacher Contracts
7430	Substitute Teachers
7510	Leave
7635	Return to Work
7810	Evaluation of Licensed Employees
7811	Plans for Growth and Improvement of Licensed Employees
9020	Facility Design

**Financial, Business and Technology Systems:**

1. FY18 Budget Resolution
2. Declaring a list of CCP (College Career Promise) Textbooks as Surplus for Sale/Disposal

**Excellent Educators:**

***Resignations (information only):***

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Alvin	Parker	Maintenance	Director of Maintenance	September 30, 2017
Tonya	Zachary	Central	Paraprofessional	August 1, 2017
Christopher	Pinto	ECMS	ELA-7	July 20, 2017
Shannon	Xiques	Northside	Grade 3	July 22, 2017
Martha	Taylor	JC Sawyer	Grade 1	July 28, 2017
Savannah	Cutrell	NHS	Social Studies	July 17, 2017
Elizabeth	Brinker	NHS	Science	July 25, 2017
Chelsea	McPherson	NHS	Agriculture	July 14, 2017
Sarah	Brewer	Pasquotank	Grade 4	July 24, 2017
Sharon	Mapp	Pasquotank	Grade 1	July 24, 2017
Crystal	Seymour	Pasquotank	Grade 4	July 24, 2017
Shatoya	Estime	PCHS	Math	August 3, 2017
Stacy	Freeman	PCHS	Math	July 26, 2017
Josie	Harris	PCHS	Exceptional Children	July 25, 2017
Brittany	Jennings	PCHS	Math	August 4, 2017
Susan	Perry	PCHS	Agriculture	August 3, 2017
Bonita	Robinson	PCHS	English	August 10, 2017
Jessica	Prayer	PW Moore	Grade 4	July 20, 2017
Timothy	Stallings	PW Moore	EC Behavior Support	August 14, 2017
Christina	Elmore	RRMS	Science-8	August 8, 2017
Paula	Weeks	RRMS	Business Education	September 4, 2017
Jourdan	Devant	Sheep-Harney	Paraprofessional	August 10, 2017
Tyrone	Dillard	Sheep-Harney	Paraprofessional Pre-K	August 9, 2017
Tyrone	Dillard	Sheep-Harney	Bus Driver	August 9, 2017
Connie	Snowden	Weeksville	AFSC Lead Teacher	August 3, 2017
Coaches:				
Craig	Haist	ECMS	Soccer Coach	June 27, 2017

***Elections:***

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Jillian	Potter	Central	Instructional Coach/AIG Facilitator	August 17, 2017
John	Beaumont	ECMS	ELA-6	TBD
Reanna	Langert	ECMS	ELA-7	August 17, 2017
Peggy	Gomez	ECMS	Math-8	August 17, 2017
Joshua	Childers	ECMS	Social Studies	August 17, 2017
Barry	Seebo	ECMS	Social Studies-8	TBD
Melissa	Rady	ECMS/ECPEC	Exceptional Children-Resource	August 17, 2017

Lesia	Tucker	Northside	Grade 4	August 17, 2017
Bianca	Velez	Northside	Exceptional Children	August 17, 2017
Kingsley	Sdankus	JC Sawyer	Kindergarten	August 17, 2017
Samantha	Grovatt	JC Sawyer	Grade 1	August 17, 2017
Stephanie	Huffman	JC Sawyer	Grade 3	August 17, 2017
Theresa	Olson	JC Sawyer	Grade 4	August 17, 2017
Ellis	Hooley	NHS	English	August 17, 2017
Maria	Hooley	NHS	English	August 17, 2017
Lisa	Riddick	NHS	Science	August 17, 2017
Eamon	Clarke	NHS	Social Studies	August 17, 2017
Ryan	Jackson	NHS	Social Studies	August 17, 2017
Zebulon	Walser	NHS	Social Studies	TBD
April	Coen	NHS	Exceptional Children- Resource	August 17, 2017
Shirley	Powell	Pasquotank/ PW Moore	AIG Facilitator	August 17, 2017
Sabrina	Perry-Carver	Pasquotank	Kindergarten	August 17, 2017
Joseph	Kimmel	Pasquotank	Grade 2	August 17, 2017
Ashley	Stallings	Pasquotank	Grade 3	August 17, 2017
Donetta	Cherry	Pasquotank	Grade 5	August 17, 2017
Dana	Malley	Pasquotank	Exceptional Children	August 17, 2017
Pamela	Morgan	Pasquotank	Exceptional Children- AU/CC	August 17, 2017
Nathan	Soule	Pasquotank	Assistant Principal	August 17, 2017
Dionne	Wesley	PCHS	English	August 17, 2017
Tammie	Simmons	PCHS	Math	August 17, 2017
Ariana	Calderon	PCHS	Science	August 17, 2017
Yulieth	Narvaez	PCHS	Spanish	TBD
Roberta	Tate	PCHS/NHS	Theater Arts	August 17, 2017
Tatiana	Cloud	PW Moore	Kindergarten	August 17, 2017
Megan	Kahle	PW Moore	Grade 3	August 17, 2017
Stephanie	Hall	PW Moore	Grade 4	August 17, 2017
Bettina	Gatling	RRMS	Math-6	August 17, 2017
Kimberly	Figgs	RRMS	Exceptional Children- Resource	August 17, 2017
Kristin	Gonzalez	Sheep-Harney	Grade 1	August 17, 2017
Christina	Elliott	Sheep-Harney	Grade 5	August 17, 2017
Shaquita	Winslow	Sheep-Harney	Guidance	August 17, 2017
Melissa	Harrison	Weeksville	Media Coordinator	August 17, 2017
Jennifer	Canales	Weeksville	Music Teacher	August 17, 2017
Amanda	Bromm	Central	Paraprofessional 30	August 21, 2017
Crystal	Lamb	Central	Paraprofessional 30	August 21, 2017
Deitra	Cherry	NHS	Paraprofessional-Excep Children	August 17, 2017
Lavette	Jones	PW Moore	Paraprofessional	August 17, 2017
Courtney	Smith*	NHS	Volleyball Coach	July 31, 2017
Tenethia	Cherry*	PCHS	Varsity Volleyball Coach	July 31, 2017
Abigail	Weeks*	PCHS	JV Volleyball Coach	August 7, 2017
Lytेशia	Riddick*	PCHS	JV Cheering Coach	August 1, 2017

Jaron	Moore*	PCHS	JV Boys' Head Basketball Coach	November 1, 2017
*Denotes part-time				

**Reassignments:**

NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	DATE
Tina	Butts	Title 1 Administrative Assistant - Central Services	Bookkeeper - ECMS	August 14, 2017
Karen	Garnon	Exceptional Children Resource Teacher - RRMS	Exceptional Children Resource Teacher - ECMS	August 17, 2017
Jennifer	Barclift	Grade 4 Teacher - Pasquotank	Grade 5 Teacher - JC Sawyer	August 17, 2017
Miriam	Cullens	Instructional Coach/AIG Facilitator - Pasquotank	Instructional Coach - Pasquotank	August 17, 2017
Karen	Givens	ELA-6 Teacher - ECMS	Grade 5 Teacher - Pasquotank	August 17, 2017
Jessica	Barclift	Business Education Teacher - RRMS	Business Education Teacher - PCHS	August 17, 2017
Stephanie	Ambrose	Instructional Coach/AIG Facilitator - Weeksville	Assistant Principal - PW Moore	August 17, 2017
LaShekia	Brothers	Instructional Coach/AIG Facilitator - PW Moore	Instructional Coach - PW Moore	August 17, 2017
Patricia	White	Paraprofessional - Central	Receptionist - PW Moore	August 17, 2017
Eboni	Stallings	Grade 5 Teacher - Sheep-Harney	Instructional Coach - RRMS	August 17, 2017
Nina	Griffin	Grade 3 Teacher - PW Moore	Instructional Coach/AIG Facilitator - Sheep-Harney	August 17, 2017
Ginger	Sanders	Grade 5 Teacher - JC Sawyer	Paraprofessional Exceptional Children - Sheep-Harney	August 17, 2017
Amy	Self	Bookkeeper - ECMS	Bookkeeper/Data Manager/Secretary - Early College	August 17, 2017
Stephanie	Johnson	Cafeteria Manager - HL Trigg	Cafeteria Manager - HL Trigg/Early College	August 2, 2017

**Leaves of Absence:**

NAME	LAST	SITE	ASSIGNMENT	BEGINNING DATE
Ronnie	Dance	Maintenance	HVAC Filter Changer	June 26, 2017
Lynn	Braymiller	JC Sawyer	Grade 1 Teacher	August 17, 2017
Nekia	Williams	JC Sawyer	Exceptional Children Teacher	August 17, 2017
Alicia	Palmer	RRMS	Science Teacher	August 17, 2017

**Substitutes:**

NAME	LAST	ASSIGNMENT
Henry	Morse	Substitute Bus Driver
Almendia	Lockhart	Cafeteria Manager Sub (summer)

**ReStart School Non-Certified Teacher Salary Schedule (Option 1):**

<b>Effective July 1, 2017</b>			
<b>Option 1</b>			
<b>Non-Licensed</b>			
<b>Years of Experience</b>	<b>Monthly Salary</b>	<b>12 Monthly Installments</b>	<b>Annual Salary (10 months)</b>
0	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
1	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
2	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
3	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
4	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
5	\$ 2,800.00	\$ 2,333.33	\$ 28,000.00
6	\$ 3,000.00	\$ 2,500.00	\$ 30,000.00
7	\$ 3,000.00	\$ 2,500.00	\$ 30,000.00
8	\$ 3,000.00	\$ 2,500.00	\$ 30,000.00
9	\$ 3,000.00	\$ 2,500.00	\$ 30,000.00
10	\$ 3,000.00	\$ 2,500.00	\$ 30,000.00
11	\$ 3,200.00	\$ 2,666.67	\$ 32,000.00
12	\$ 3,200.00	\$ 2,666.67	\$ 32,000.00
13	\$ 3,200.00	\$ 2,666.67	\$ 32,000.00
14	\$ 3,200.00	\$ 2,666.67	\$ 32,000.00
15	\$ 3,200.00	\$ 2,666.67	\$ 32,000.00
16	\$ 3,400.00	\$ 2,833.33	\$ 34,000.00
17	\$ 3,400.00	\$ 2,833.33	\$ 34,000.00
18	\$ 3,400.00	\$ 2,833.33	\$ 34,000.00
19	\$ 3,400.00	\$ 2,833.33	\$ 34,000.00
20	\$ 3,400.00	\$ 2,833.33	\$ 34,000.00
21	\$ 3,600.00	\$ 3,000.00	\$ 36,000.00
22	\$ 3,600.00	\$ 3,000.00	\$ 36,000.00
23	\$ 3,600.00	\$ 3,000.00	\$ 36,000.00
24	\$ 3,600.00	\$ 3,000.00	\$ 36,000.00
25	\$ 3,600.00	\$ 3,000.00	\$ 36,000.00
26	\$ 3,800.00	\$ 3,166.67	\$ 38,000.00
27	\$ 3,800.00	\$ 3,166.67	\$ 38,000.00
28	\$ 3,800.00	\$ 3,166.67	\$ 38,000.00
29	\$ 3,800.00	\$ 3,166.67	\$ 38,000.00
30+	\$ 3,800.00	\$ 3,166.67	\$ 38,000.00

**NOTE:** This salary schedule is for teachers employed at Restart Schools who do not possess a North Carolina teaching license and regardless of educational attainment.

Upon obtaining a North Carolina teaching license, in the appropriate subject area, a teacher at a Restart School will be paid according to the North Carolina Salary Schedule.

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

There were no requests to appear before the Board.

### **IX. Board Member Reports**

Board members expressed excitement for the 2017-18 school year. They commented on Open House events and meetings and the enthusiasm present among staff, students and parents. They expressed appreciation for the support provided by the community, churches and other organizations for ECPPS students and staff.

### **X. Other**

A motion was made by Virginia Houston, seconded by Walter Jolly, 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 remained.

Members discussed personnel matters.

A motion to come out of closed session was made by Pam Pureza, seconded by Walter Jolly, and unanimously carried to come out of closed session. 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.

Dr. Cartner shared that due to forecasted weather conditions for August 29<sup>th</sup>, the district will operate on a two hour delay at this time and he will monitor conditions.

Dr. Cartner shared that Rick Durren (Biggs Cadillac Buick) donated \$3,000 to both Northeastern High School and Pasquotank County High School for their athletic programs.

### **XII. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 8:59 p.m.

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Chair

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Secretary