

**MINUTES**  
**BOARD OF EDUCATION**  
**ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS**  
**June 28, 2018**

The Elizabeth City-Pasquotank Board of Education met in regular session on Thursday, June 28, 2018 at 7:00 p.m., in the Board Room of the Administrative Building. The following Board members were present and constituted a quorum:

	Ms. Sharon Warden, Chair	
Mr. Walter Jolly		Mrs. Pam Pureza
Mrs. Virginia Houston		Dr. Sheila Williams

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  
Mr. Frankie Floyd, Maintenance Director

**I. Meeting Called to Order**

Chair Warden called the meeting to order.

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

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

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

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

**IV. Recognition of Guests**

Chair Warden recognized guests present.

**V. Superintendent's Report**

The following were recognized for "Exceeding Excellence:"

Dr. Joanne Sanders (Formative Assessment Pilot Program Kindergarten Entrance Assessment)  
Ms. Leigh Austin (Formative Assessment Pilot Program Kindergarten Entrance Assessment)  
Ms. Rachel Benton (Formative Assessment Pilot Program Kindergarten Entrance Assessment)  
Ms. Kelly Cowell (Formative Assessment Pilot Program Kindergarten Entrance Assessment)  
Ms. Jennifer Peoples (Recognition of Retirement)

A motion was made by Virginia Houston, seconded by Dr. Sheila Williams, and unanimously carried to approve 2017-18 Budget Amendments #105, #205, #305, #401, and #805.

## VI. Approval of Minutes

A motion was made by Pam Pureza, seconded by Walter Jolly, and unanimously carried to approve the minutes of May 29, 2018 (Regular Meeting) and June 18, 2018 (Committee Meetings).

## VII. Consent Agenda

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

### Global Citizens and Healthy Students

1. 2018 NCSBA Spring Custom Policy Updates
2. 2018-19 Handbooks (ECPPS District Handbook for Staff/Students and EC-P Early College Handbook/Course Catalog)

### Financial, Business and Technology Systems

1. 2018-19 School Nutrition Program Bids
2. 2018-19 Local Budget (Updated with Recommended Reductions)
3. Superintendent Year-End Budget Amendment Authority
4. 2018-19 Interim Budget Resolution
5. Electronic Payment Resolution
6. Awarding Bid for HLT/PES/NHS Roof Restoration Projects to Roofing Engineering Corporation in the amount of \$284,458 (Alternate Bid Silicone)

### Excellent Educators

#### 1. Resignations (information only)

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Jennifer	Peoples	Central Services	Superintendent Administrative Assistant	June 30, 2018
TJ	Worrell	ECMS	Principal	July 17, 2018
Tesia	Bynum	ECMS	ELA Teacher	June 15, 2018
Melissa	Rady	ECMS	Exceptional Children Teacher	June 15, 2018
Joy	Rhodes	HL Trigg CS	Bookkeeper	June 30, 2018
Linda	Davis	HL Trigg CS	ELA/Social Studies Teacher	June 30, 2018
Susan	Robinson	Northside	Exceptional Children Teacher	June 12, 2018
Rebecca	Cooper	JC Sawyer	Grade 3 Teacher	June 15, 2018
Roberta	Tate	NHS/PCHS	Drama Teacher	June 15, 2018
Wanda	Turner	NHS	Custodian	June 29, 2018
Madison	Lewis	Pasquotank	Kindergarten Teacher	June 15, 2018
Antionette	Gibbs	Pasquotank	Paraprofessional 30	June 8, 2018
Tonni	McCartney	PCHS	Exceptional Children Teacher	June 15, 2018
Raymond	Bousman	PCHS	Social Studies Teacher	July 1, 2018
Yulieth	Narvaez	PCHS	Spanish Teacher	June 15, 2018
Latorsha	Stephens	PCHS	JROTC	June 15, 2018
Tatiana	Cloud	PW Moore	Kindergarten Teacher	June 12, 2018
Sarah	Jackson	PW Moore	Grade 3 Teacher	June 30, 2018
Melanie	Lacasse	PW Moore	Kindergarten Teacher	June 14, 2018
Adriane	Walker	PW Moore	Grade 5 Teacher	June 15, 2018

Teresa	Taylor	PW Moore	Paraprofessional	June 8, 2018
William	Walker	RRMS	Health/Physical Education Teacher	June 15, 2018
Brandi	Bussey-Noe	Sheep-Harney	Grade 1 Teacher	June 12, 2018
Kristen	Gonzalez	Sheep-Harney	Grade 1 Teacher	June 15, 2018
Franziska	Keppler	Sheep-Harney	Pre-K Teacher	June 12, 2018
Mary	Pendleton	Sheep-Harney	Grade 2 Teacher	June 15, 2018
Ashley	Brothers	Sheep-Harney	Paraprofessional Pre-K	June 1, 2018
Ellen	Kluyber	Sheep-Harney	Paraprofessional Special Pre-K	June 15, 2018
Georgia	Perry	Weeksville	Grade 1 Teacher	June 15, 2018
Patricia	Poplos	Weeksville	Grade 3 Teacher	May 17, 2018
Revised:				
Nava	Coppin	ECMS		June 22, 2018

## 2. Elections

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Kristopher	Reis	HL Trigg CS	Principal	July 1, 2018
Anthony	Perkins	JC Sawyer	Principal	July 1, 2018
Mikayla	Brooks*	Pasquotank	Assistant Camp Counselor - WWGG	June 13, 2018
Jordonn	Lassiter*	Pasquotank	Assistant Camp Counselor - WWGG	June 13, 2018
*Denotes part-time				

## 3. Reassignments

NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	DATE
Sharron	Bell	MS Science Teacher - HL Trigg	Assistant Principal - NHS	July 1, 2018
Delishia	Moore	Assistant Principal - JC Sawyer	Principal - ECMS	July 1, 2018
James	Schiffbauer	Assistant Principal - NHS	Assistant Principal - JC Sawyer	July 1, 2018
Lashekia	Brothers	School Level Instructional Coach - PW Moore	Assistant Principal - Pasquotank	July 1, 2018
Sharon	Meads	Assistant Principal - RRMS	Assistant Principal - ECMS	July 1, 2018
Christopher	Pullet	Principal - JC Sawyer	Assistant Principal - NHS	July 1, 2018
Nathan	Soule	Assistant Principal - Pasquotank	Assistant Principal - RRMS	July 1, 2018
Krystle	Figuroa	Human Resources Assistant - Central Services	Superintendent Administrative Assistant - Central Services	July 1, 2018

## 4. Leaves of Absence

NAME	LAST	SITE	ASSIGNMENT	BEGINNING DATE
Timothy	Stallings	Edgewood	EC Behavior Support Specialist	May 14, 2018

Pamela	Ballance	Maintenance	Groundskeeper II	May 30, 2018
Keith	Bowe	HL Trigg CS	Head Custodian	May 16, 2018
Latitia	Figgs	JC Sawyer	Grade 1 Teacher	May 30, 2018
Caitlin	Phelps	JC Sawyer	Grade 2 Teacher	May 21, 2018
Maria	Harvey	PCHS	Exceptional Children Teacher	March 22, 2018
Wade	Staten	PW Moore	Custodian	May 7, 2018

### 5. Substitutes

NAME	LAST	ASSIGNMENT
Barry	Overman	Substitute Bus Driver
Debra	Keys	Substitute Bus Monitor
Michael	Powell	Substitute Custodian

### 6. Cafeteria Summer 2018

Yolanda	Banks	Sheep-Harney	YMCA, Boys & Girls Club, Girls Inc., PALS, Extravagant Kids
Latonya	King		
Linda	Dance	PW Moore	Summer School Elementary, Tender Years
Renesha	Bowe	Pasquotank	Summer School Elementary, Camp Wanna Go, Go and Debry Housing
Kina	Bowe		
Deloris	Brumsey	RRMS	Summer School Middle
Maria	Griffin		
Tracy	Cleghorn	Central	Summer Reading Camp
Shelia	Graham		
Deloris	Brumsey	PCHS	Group Workforce
Joann	Cowell		
Linda	Dance		
Maria	Griffin		
Debbie	Hassell		
Darlene	May		
Crystal	Turner		

### 7. Camp WannaWannaGoGo Summer Staff

Name	Last	Position
Donna	Critcher	Assistant Camp Director
Patricia	White	Assistant Camp Director
Tiffani	Bogue	Camp Counselor
April	Coen	Camp Counselor
LaTonya	Frost	Camp Counselor
Melissa	James	Camp Counselor

Rachel	Kirksey	Camp Counselor
Shaneika	McMillian	Camp Counselor
Mikayla	Brooks	Assistant Camp Counselor
Jordann	Lassiter	Assistant Camp Counselor
Tricena	Parker	Assistant Camp Counselor
Chariss	Stevenson	Assistant Camp Counselor
Sheena	Slade	Counselor Sub (Start after 6/29/18)
James	Rountree	Custodian
Heather	Forbes	Bus Driver

### 8. AIG Student Enrichment Academy

Name	Last	Position
LaShekia	Brothers	Lead Teacher
Justin	Bryant	Teacher
Paul	Foreman	Teacher
Joy	Harrell	Teacher
Jasmine	Harris	Teacher
Valerica	Mentor	Teacher
Ganelle	Sutton	Teacher
Nancy	Wilson	Custodian

### 9. Extended Employment

Leah	Lane	PCHS	Assistant Principal	July 1-31, 2018
Keesha	Lewis	NHS	Instructional Coach	June 18-August 15, 2018
Shirley	Powell	Weeksville	Instructional Coach	June 18-August 15, 2018
<b>CTE</b>				
Sheila	Hughes	NHS	Health Sciences	June 18-29, 2018
Mary	Luton	NHS	Career Development Coordinator	June 18-29, 2018
William	Old	NHS	Instructional Management Coordinator	June 18-29, 2018
Jenai	Robinson	NHS	Family & Consumer Science	June 19-29, 2018
Kim	Ballance	PCHS	Agricultural Education	June 18-29, 2018
Danelle	Barco	PCHS	Agricultural Education	June 18-29, 2018
Jessica	Barclift	PCHS	Business Education	June 18-29, 2018
Jeffrey	Cofield	PCHS	Business Education	June 18-29, 2018
Sharon	Riddick	PCHS	Business Education	June 18-29, 2018
Marqita	Williams	PCHS	Business Education	June 18-29, 2018
Cierra	Sawyer	RRMS	Business Education	June 18-29, 2018

Connie	Whidbee	RRMS	Business Education	June 18-29, 2018
<b>Technology Assistants</b>				
Eric	Combs			June 18-August 10, 2018
Pedro	Holley, II			June 18-August 10, 2018
Wendy	Lawson			June 18-August 10, 2018
Tamika	McPherson			June 18-August 10, 2018
Todd	Thompson			June 18-August 10, 2018
Ritchie	Walker			June 18-August 10, 2018

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

There were no requests to appear before the Board.

**IX. Board Member Reports**

Board members congratulated Jennifer Peoples, Administrative Assistant to the Superintendent and Board, on her retirement and spoke of her years of service to the district.

**X. Other Closed Session**

A motion was made by Pam Pureza, seconded by Dr. Sheila Williams, 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, Mr. Lassiter, and Mrs. Figueroa remained.

During closed session, Dr. Cartner recommended a candidate for the Pasquotank County High School principalship.

Members discussed the recommendation and the selection process.

Mr. Steve Lassiter informed members that he has accepted an Assistant Superintendent position in Pitt County. He will be resigning effective September 15, 2018. Members thanked him for his service to ECPPS.

A motion to come out of closed session was made by Pam Pureza, seconded by Dr. Sheila Williams and Virginia Houston, 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 Pam Pureza, seconded by Virginia Houston, and unanimously carried to accept the Superintendent's recommendation to hire Juvanda Crutch as principal of Pasquotank County High School.

**XII. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 7:57 p.m.

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Chair

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Secretary