

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
December 18, 2017**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, December 18, 2017, at 3:00 p.m., in the Board Room of the Administration Building. The following Board members were present and constituted a quorum:

	Ms. Sharon Warden, Chair	
Mr. Walter Jolly		Mrs. Pam Pureza
Mr. Barry Overman		Mrs. Virginia Houston
Dr. Denauvo Robinson		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
Ms. Tracy Davenport, Federal Programs Director
Ms. Rhonda James-Davis, CTE Director
Ms. Jennifer Hawkins, Testing/Accountability

I. Regular Meeting Called to Order

Chair Warden called the regular meeting to order.

II. Pledge of Allegiance and Moment of Silence

MaKayla Bryant and Jordan Thornton, EC-P Early College students, led guests and Board Members in the Pledge of Allegiance.

Superintendent Cartner led guests and Board Members in a Moment of Silence.

III. Board Reorganization

Chair Warden turned the meeting over to Superintendent Cartner for the purpose of reorganization.

Superintendent Cartner asked for nominations for the position of Board Chair.

- Dr. Denauvo Robinson nominated Sharon Warden for the position of chair.
- A motion to close the nominations was made by Virginia Houston, seconded by Pam Pureza, and unanimously carried.
- Sharon Warden was elected Chair by acclamation.

Chair Warden asked for nominations for the position of Vice Chair.

- Walter Jolly nominated Virginia Houston for the position of vice chair.

- Mrs. Houston expressed appreciation for the nomination but declined and nominated Dr. Denauvo Robinson for the position.
- A motion to close the nominations for the position of Vice Chair was made by Barry Overman, seconded by Walter Jolly, and unanimously carried.
- Dr. Denauvo Robinson was elected Vice Chair by acclamation.

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.

The following were recognized for Exceeding Excellence:

- Lauren Shannon (NHS Student), National FFA Band Participant
- Elspeth Swindell (NHS Student), Holiday Card Design
- Kelis Alexander (NHS Student), Holiday Card Design
- Alexandria Warden (ECP Early College Student), Holiday Card Design
- Madison Belangia (Weeksville Elementary Student), Holiday Card Design
- Tyrell Williams, Jr. (Weeksville Elementary Student), Holiday Card Design

Ted Manzer distributed bags of fruit to Board members on behalf of the Northeastern High School FFA.

Dr. Cartner asked for a volunteer to serve on the 2018 Teacher of the Year Selection Committee. Dr. Sheila Williams volunteered.

Dr. Cartner asked for volunteers to appear in a district promotional video. Board members selected the Chair and Vice Chair (Sharon Warden and Dr. Denauvo Robinson. and a district promotional video.

VI. Approval of Minutes

A motion was made by Virginia Houston, seconded by Pam Pureza, and unanimously carried to approve the minutes of November 27, 2017 (regular session).

VII. Action Agenda

Financial, Business and Technology Systems:

A motion was made by Barry Overman, seconded by Virginia Houston, and unanimously carried to approve the following:

- Class Size Waiver
- Authorization to Apply for Impact Aid Funds
- 2017-18 Budget Amendments #102, #202, #302 and #802
- Acceptance of 2016-17 Audit Report

The December Building Rental Report, Maintenance Report and Roof Inspection Report were presented for information.

Global Citizens & Healthy Students

A motion was made by Virginia Houston, seconded by Barry Overman, and unanimously carried to approve NCSBA Fall 2017 Policy Updates (Set 1).

A motion was made by Virginia Houston, seconded by Barry Overman, and unanimously carried to approve the Business Advisory Council Nominees.

Excellent Educators:

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 Dr. Denauvo Robinson, 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 Barry Overman, seconded by Virginia Houston, and unanimously carried to approve the following personnel actions:

Resignations (information only):

NAME	LAST	ASSIGNMENT	EFFECTIVE
Susan	Walker Sawyer	PowerSchool/Testing Data Manager	December 1, 2017
Barry	Norris	Plumber II	November 27, 2017
Robin	Price	Paraprofessional Excep Child	January 19, 2018
Nancy	Taylor	Health Science Education	December 29, 2017
T'Shawn	Gorham	Bus Driver	December 7, 2017
Brittany	Thompson	AFSC Lead Teacher	October 27, 2017
Kyle	Bennett	Custodian	December 20, 2017
Kyle	Bennett	Bus Driver	December 20, 2017
Nancy	Jennings	Pre-K Teacher	December 29, 2017
Revised:			
Bettina	Gatling	Math - 6 Teacher	December 14, 2017
Coaches:			
Tony	Royle	Boys' Assistant Basketball Coach	November 14, 2017

Elections:

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Vatara	Slade*	Central Services	Leadership Coach	December 5, 2017
Teresa	Byrum	NHS	Interim Assistant Principal	January 2, 2018
Joan	Wood*	Pasquotank	Interim Art Teacher	January 2, 2018
Melvin	Hawkins	PCHS	Interim Principal	December 13, 2017
Chudney	Hill	RRMS	Science Teacher	December 14, 2017
Delton	Stallings	RRMS	Health/PE Teacher	December 11, 2017
Timothy	Stallings	Edgewood	Temporary Behavior Support Specialist	December 4, 2017
Twylia Renee	Harry	Pasquotank	Temporary Paraprofessional 1:1	December 4, 2017
Chariss	Stevenson*	Pasquotank	AFSC Program Assistant	November 20, 2017
Sharna	White	PCHS	Distance Learning Technician	December 19, 2017
Sharonda	Parker	PW Moore	ParaProfessional Excep Child	December 6, 2017
Joyce	Turner*	Sheep-Harney	AFSC Program Assistant	November 20, 2017
Matthew	Dixon*	NHS	Assistant Basketball Coach	December 4, 2017
Cynteia	Jennings*	NHS	Assistant Cheering Coach	December 14, 2017
*Denotes part-time				

Coaches:

NAME	LAST	SITE	ASSIGNMENT
William	Walker	RRMS	First Responder

Reassignments:

NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	DATE
Tanya	Proctor	PowerSchool/ Receptionist - RRMS	PowerSchool/Testing Data Manager - Central Services	December 7, 2017
Beverly	Fonville	HR Assistant - Central Services	Parent Engagement Specialist/Administrative Assistant - NHS/Central Services	January 2, 2018
Amena	Hodge	Part-time Bus Driver - RRMS	Fuel Truck/Bus Driver - Transportation	December 18, 2017
Michelle	Spence	TIMS Data Manager - Transportation	Bookkeeper - NHS	January 2, 2018
Selisa	Godfrey	Math Teacher - HL Trigg CS	Math Teacher - PCHS	January 22, 2018
Andrea	Phillips	Temporary EC Paraprofessional 1:1 - PWM	Permanent EC Paraprofessional - PWM	November 27, 2017
Tricena	Parker	AFSC Program Assistant - PES	AFSC Substitute - SHES	August 28, 2017

Leaves of Absence:

NAME	LAST	SITE	ASSIGNMENT	BEGINNING DATE
Dan	Simmons	ECMS	Band Teacher	January 12, 2018
Janie	Johnson	JC Sawyer	Head Custodian/Bus Driver	November 30, 2017
Labrendell	Perkins	Pasquotank	Grade 1 Teacher	December 4, 2017

Substitutes:

NAME	LAST	ASSIGNMENT
Leonard	Balonek	Substitute Teacher
Kishea	Boyd	Substitute Teacher
Ernest	Cole	Substitute Teacher
Renee	Harris	Substitute Teacher
Jessica	Hathaway	Substitute Teacher
Michael	Henely	Substitute Teacher
Sandra	Henely	Substitute Teacher
Chudney	Hill	Substitute Teacher
Cathy	Lancaster	Substitute Teacher
Robert	Lee	Substitute Teacher
Janita	Mitchell	Substitute Teacher
Jaron	Moore	Substitute Teacher
Jack	Neal	Substitute Teacher
Scarlett	Newbern	Substitute Teacher
Reginald	Riddick	Substitute Teacher
Antonina	Rizzo	Substitute Teacher
Abigail	Weeks	Substitute Teacher
Wanda	Williams	Substitute Teacher
Sheila	Graham	Substitute EC Bus Monitor
Courtney	Schurr	Substitute Receptionist

VIII. Public Forum (Citizen Comments to the Board)

There were no requests to appear before the Board.

IX. Board Member Reports

Board members reported on holiday programs and concerts they attended. They were complimentary of the talent of the students, teachers and staff working with the students. They commented on meetings/events held at schools for parents and students (i.e. AIG Parent Night at RRMS, Science Night at Northside, etc.). Members lauded the accomplishments of students in the district in both scholastic and sports endeavors.

X. Other**XI. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 5:08 p.m.

 Chair

 Secretary