

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
October 16, 2017**

The Elizabeth City-Pasquotank Board of Education met on Monday, October 16, 2017, for the purpose of holding Committee Meetings. The Committee Meetings were called to order by Chair Sharon Warden and were held in the Board Room of the Administration Building.

**I. Personalized Education Committee**

**Committee Members Present:** Walter Jolly (Chair), Sharon Warden, Dr. Denauvo Robinson

**Other Board Members Present:** Virginia Houston, Pam Pureza, Dr. Sheila Williams

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tammy Sawyer, Tracy Davenport, Jennifer Hawkins, Christie Pauley, Leigh Austin, Kelly Cowell, Kimberly Whitehurst, Rhonda James-Davis

The following principals presented updates on plans and strategies they have in place for the 2017-18 school:

Amy Fyffe (EC-P Early College)  
Sara English (P.W. Moore Elementary School)  
Alton Campbell (Northeastern High School)  
Simona White (Northside Elementary School)  
Chris Pullet (J. C. Sawyer Elementary School)  
Mickey Drew (Central Elementary School)

Board members expressed excitement and appreciation for the initiatives underway at the schools and thanked principals for attending the meeting.

Dr. Joanne Sanders, Chief Academic Officer, presented information on the draft versions of the District Low Performing Plan, District Action Plan and Improvement Plans for schools identified as low-performing. She recommended the plans be placed on public review until the November meeting.

Board members discussed the need to communicate information about the plans to the community. Dr. Sanders indicated the plans will be placed on the district website for review and will be available in hard copy at the low-performing schools and the Administration Building. Information will also be placed on Channel 8 (district cable channel). She will work with the Public Information Officer to ensure the information is broadly communicated. Public input will be requested to be submitted in writing and the district will maintain copies of the information submitted

Members agreed to place the recommendation for review of draft versions of the District Improvement Plan, District Action Plan and improvement plans for low-performing schools on the October 23<sup>rd</sup> Consent Agenda.

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

**Committee Members Present:** Virginia Houston (Chair) and Pam Pureza

**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, Tracy Davenport, Jennifer Hawkins, Rhonda James-Davis

Rhonda James-Davis, Career/Technical Education (CTE) Director, reported on Policy 2670 -- Business & Advisory Council, which was recommended by NCSBA to meet legislative requirements. She recommended that the policy be placed on review until the November meeting.

Members agreed to place the recommendation for review of Policy 2670 on the October 23<sup>rd</sup> Consent Agenda.

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

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

**Other Board Members Present:** Walter Jolly, Pam Pureza, Dr. Sheila Williams

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Andrew Cox, Tracy Davenport, Jennifer Hawkins, Rhonda James-Davis

The Monthly Building Rental, the Monthly Maintenance and the Monthly Roof Inspection Reports were presented for information.

A class size update, as of the 30<sup>th</sup> day of school, was provided for information by Mr. Steve Lassiter, Assistant Superintendent. Mr. Lassiter indicated the district is in compliance of legislated K-3 class sizes at this time. He also provided a brief update on the allotment per district for enhancement classes (physical education, music, art, etc.).

Andrew Cox, Chief Financial Officer, provided updates on student enrollment, bus driver pay increase, and paying vendors electronically.

Mr. Cox shared a pension spiking notification letter with members.

Mr. Cox presented 2017-18 Budget Amendments #101, #201, #301 and #801.

Dr. Cartner discussed the costs and time issues associated with the district providing bus transportation for students to after school programs at the Boys&Girls Club, Girls Inc. and the YMCA. Ms. Toni Floyd, Transportation Director, shared that based on information from NCDPI, the total cost to provide transportation to these sites is approximately \$700 per student. A chart was provided to members outlining the number of students traveling to each venue, the number of buses that go by these venues as part of a normally scheduled route and the number of buses going off-route to deliver students. Members discussed the issue and requested that additional information be provided in November. Members indicated that district officials could begin initial conversations with the organizations to discuss the impact transportation to the sites has on the school district.

Members agreed to place approval of the 2017-18 Budget Amendments on the October 23<sup>rd</sup> consent agenda.

#### **IV. Excellent Educators**

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

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

**Staff Present:** Dr. Larry Cartner, Steve Lassiter, Dr. Joanne Sanders, Tracy Davenport, Jennifer Hawkins and Rhonda James-Davis

Board Attorney, John Leidy, was also present.

#### **Closed Session**

A motion was made by Pam Pureza, seconded by Walter Jolly and 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 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 Pam Pureza, 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. Sheila Williams, seconded by Pam Pureza, and unanimously carried to approve placing the following on the October 23rd consent agenda:

- Resignations (information only)
- Elections
- Coaches
- Reassignments
- Leaves of Absence
- Substitutes

The meeting adjourned at 5:05 p.m.