

MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
June 18, 2018

The Elizabeth City-Pasquotank Board of Education met on Monday, June 18, 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, Dr. Sheila Williams

Other Board Members Present: Virginia Houston, Pam Pureza, Barry Overman, Sharon Warden

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

Dr. Joanne Sanders reported that 813 students will be participating in summer programs. The programs include:

- ***Second Chance Summer School***
The program is an optional opportunity for students that were invited to attend and will be held at P. W. Moore Elementary School, Pasquotank Elementary School and River Road Middle School from June 18-29, 2018. There are 407 students in grades 3-8 participating in the program. Transportation and meals will be provided.
- ***Ex. Children's Program Extended School Year***
The program will be held at Sheep-Harney Elementary School (PreK students) and P. W. Moore Elementary School (K-12 students) from July 2-31, 2018. There are 23 students enrolled in the program. Transportation and meals will be provided.
- ***AIG Summer Enrichment Academy***
The program will be held at P. W. Moore Elementary School from June 25-29, 2018. There are 70 students enrolled. Meals will be provided. Transportation will not be provided.
- ***Read to Achieve Summer Program***
The program will be held at Central Elementary School on Mondays through Thursdays, from July 9-29, 2018. There are 253 students enrolled. Meals and transportation will be provided.

- **Camp WannaWannaGoGo**

The child care “for pay” program will be held at Pasquotank Elementary School from June 18-August 10, 2018. There are 60 students enrolled. Parents provide transportation. Participating children are offered breakfast and lunch at no cost through the district’s summer feeding program.

Jennifer Hawkins reported on unofficial 2017-18 testing information by sharing increases and decreases by grade level. She indicated Second Chance Summer School will offer students in Grades 3-8 the opportunity to re-take end-of-grade tests and more information on growth would be available at the conclusion of the program.

Members discussed the programs offered during the summer and the unofficial testing information. They requested additional information on the breakdown by school of students attending the Second Chance Summer School.

No action was taken during the Personalized Education Committee meeting.

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, Amber Godfrey, Jennifer Hawkins, Rhonda James-Davis, Tracy Davenport, Frankie Floyd, Tammy Sawyer

Dr. Cartner reported on 2018 NCSBA Spring Custom Policy Updates which have been on review and recommended placing them on the consent agenda for approval.

Amber Godfrey provided an update on camera access for law enforcement. She reported that external access requires specific access depending on the type of camera system and many schools have multiple systems. The three types of cameras currently in schools are: DVR Systems (provide no external access); IP Systems (cumbersome to provide access); and VMS Systems (can provide access). Four schools have limited VMS systems, however, the district is in the process of installing VMS systems in all 12 traditional schools. She shared that she and Frankie Floyd, Maintenance Director, have been working with Board Attorney, John Leidy, and Emergency Management Director, Christy Saunders, on the process needed to provide law enforcement with access during emergency situations.

Tammy Sawyer presented the 2018-19 ECPPS District Handbook for Staff/Students and the EC-P Early College Handbook/Course Catalog.

Approval of the 2018 NCSBA Spring Custom Policy Updates and the 2018-19 ECPPS District Handbook for Staff/Students and the EC-P Early College Handbook will be placed on the consent agenda for the June 28th meeting.

III. Financial, Business and Technology Systems Committee

Committee Members Present: Barry Overman (Chair), Virginia Houston, Dr. Denauvo Robinson, 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, Amber Godfrey, Rhonda James-Davis, Jennifer Hawkins, Tracy Davenport, Frankie Floyd, Tammy Sawyer, Robin Taylor

The June Monthly Maintenance, Roof Inspection and Building Rental Reports were shared for information purposes.

2018-19 School Nutrition Program Bids were presented for approval.

Mr. Cox presented information on the following and recommended placing the items on the June 28th consent agenda:

- 2018-19 Local Budget (updated with recommended reductions based on the amount allocated by the Pasquotank County Board of Commissioners)
- Superintendent Year-End Budget Amendment Authority
- 2018-Interim Budget Resolution
- Electronic Payment Resolution

Member discussed the recommended reductions to the 2018-19 local budget and asked about the elimination of the Pasquotank County High School track renovation. Frankie Floyd responded and indicated that the track currently is not unsafe – there are no holes, however some bubbles can be seen in the surface. He indicated that it would need repairs within 1-2 years. He also shared that the Northeastern High School track is complete with the exception of striping and that should be done soon.

Mr. Cox reported on the following insurance renewals for the 2018-19 school year:

- Errors & Omission General Liability (NCSBA Trust)
- Inland Marine/Automobile (NCSBA Trust)
- Workers' Compensation (Surry Insurance)

Mr. Cox also discussed Cyber Insurance and indicated he is in the process of analyzing quotes provided. This insurance is recommended by NCSBA. Members discussed cyber insurance and the current process for backing up data in the district.

Mr. Floyd presented bid information for the H. L. Trigg/Pasquotank Elementary and Northeastern High School Roof Restoration projects. He shared that his recommendation was to award the bid to Roofing Engineering Corporation (REC) in the amount of \$294,458. The low bid submitted by Puff Inc. did not meet the requirements listed in the Requests for Proposals (RFP). The RFP required using a two-coat method for the roof and the bid submitted by Puff, Inc. only included one coat.

Members and staff discussed the bids submitted, the difference in the amount of the low bid and the number two bid and warranty concerns at length. Following discussion, Mr. Overman, Committee Chair, recommended re-bidding the project.*

*(On 6/19/18, the superintendent requested clarification from the Board Chair concerning the Board's expectations regarding awarding the bid, or rebidding the entire project. Following a review of the re-bidding requirements, and the information obtained by staff from the UNC School of Government, Board Chair Warden instructed staff to move ahead with accepting the REC bid, and initiating the project.)

Energy Efficiency Proposals were presented by the following companies:

- Enlit
- Elios Energy
- Schneider Electric
- Cenergistic

Following the presentations, members discussed next steps in the process and indicated the matter should be placed on the July agenda for further discussion.

IV. Excellent Educators

Committee Members Present: Pam Pureza (Chair), Walter Jolly, Sharon Warden, Dr. Sheila Williams

Other Board Members Present: Virginia Houston, Mr. Barry Overman, Dr. Denauvo Robinson

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

Closed Session

A motion was made by Pam Pureza, seconded by Barry Overman and 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 and Mr. Lassiter remained.

During the closed session for "Excellent Educators," Board members reviewed elections, resignations, reassignments, leaves of absence, substitutes, summer staff (Camp WannaWannaGoGo, Cafeteria, Student Enrichment Academy, Extended Employment) 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 Virginia Houston, seconded by Barry Overman, and unanimously carried to approve placing items recommended for approval on the June 28th consent agenda.

A motion was made by Walter Jolly to return board member pay to its 2010 rate. The motion received no second and failed.

There being no further business, the meeting adjourned at 6:05 p.m.