

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
March 27, 2017**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, March 27, 2017, 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		Mrs. Virginia Houston
Mr. Barry Overman		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. Rhonda James-Davis, CTE Director  
Ms. Leah Hahn, Assistant Principal  
Ms. Sara English, Principal  
Mr. Chris Pullet, Principal  
Ms. Angela Cobb, Principal  
Ms. Tracy Davenport, Title I Director  
Ms. Amy Fyffe, Principal

**I. Meeting Called to Order**

Chair Warden called the meeting to order.

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

Kelsey Coker and Elizabeth Hurt, Northeastern High School students, led members and guests in the Pledge of Allegiance.

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

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

A motion was made by Walter Jolly, 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**

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

The following were recognized as Employees Exceeding Excellence. They all received bonuses established by the NC State Legislature based on student test results in specific areas.

- Deanna Aston (Teacher Performance Bonus Recipient – Third Grade Reading)
- Stella Duhaime (Teacher Performance Bonus Recipient – Third Grade Reading)
- Betty Meads (Teacher Performance Bonus Recipient – Third Grade Reading)
- Melanie Carter (Teacher Performance Bonus Recipient – Third Grade Reading)
- Wendy Waller (Teacher Performance Bonus Recipient – Third Grade Reading)
- Valerica Mentor (Teacher Performance Bonus Recipient – Third Grade Reading)
- Sheila Hughes (Teacher Performance Bonus Recipient – Career & Technical Education)
- Shenita Moore (Teacher Performance Bonus Recipient – Career & Technical Education)
- Jeffrey Cofield (Teacher Performance Bonus Recipient – Career & Technical Education)
- Amanda Forbes (Teacher Performance Bonus Recipient – Career & Technical Education)
- Rory Remillard (Teacher Performance Bonus Recipient – Career & Technical Education)
- Noel Bethea (Teacher Performance Bonus Recipient – Advanced Placement/International Baccalaureate)
- Valerie Bogues (Teacher Performance Bonus Recipient – Advanced Placement/International Baccalaureate)
- Joshua Sawyer (Teacher Performance Bonus Recipient – Advanced Placement/International Baccalaureate)
- Edward Thornton (Teacher Performance Bonus Recipient – Advanced Placement/International Baccalaureate)
- Jennifer Loeffler (Teacher Performance Bonus Recipient – Advanced Placement/international Baccalaureate)

## **VI. Approval of Minutes**

A motion was made by Virginia Houston, seconded by Dr. Sheila Williams, and unanimously carried to approve the minutes of February 27, 2017 (regular meeting), and March 20, 2017 (committee meetings).

## **VII. Consent Agenda**

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

### **Policy:**

1. "Miscellaneous Policies for Clean Up"
2. Rescind "Old" Policy Manual

**Financial, Business and Technology Systems:**

1. Audit Contract with Donna H. Winborne, CPA, for Fiscal Year Ending June 30, 2017
2. Re-Scheduling June 2017 Regular Meeting to Thursday, June 29<sup>th</sup>
3. 2017-18 Board Meeting Schedule

**Excellent Educators:**

**Teacher Appreciation Week Proclamation:**

**PROCLAMATION**

*WHEREAS, education is a career for the strong, the noble, the caring and the passionate and one that is deserving of great honor and appreciation; and*

*WHEREAS, teachers are leaders of excellence within their classrooms and the school, and are responsible for engaging students in challenging lessons and activities that provoke critical thinking; and*

*WHEREAS, teachers greatly influence and inspire student success by developing positive relationships with students, families and the community; and*

*WHEREAS, the teachers in Elizabeth City-Pasquotank Public Schools significantly impact the lives of their students by serving as educators, mentors, coaches, encouragers, and advocates; and*

*WHEREAS, teachers are most deserving of great appreciation for the work they do each day and for the contribution they make to this community and beyond by preparing our future leaders;*

*NOW, THEREFORE, in honor and sincere gratitude of all Elizabeth City-Pasquotank Public School teachers who serve their students, schools and our community with earnest dedication and commitment, the Elizabeth City-Pasquotank Board of Education proclaims the week of May 1-5, 2017 as Teacher Appreciation Week.*

**May 1-5, 2017**

**Teacher Appreciation Week**

*The Board of Education for ECPPS encourages students, parents, and community members to express their appreciation for our educators and all ECPPS staff during this special week of recognition.*

**BE IT FURTHER RESOLVED,** *this Proclamation be made part of the minutes of the Elizabeth City-Pasquotank Board of Education.*

**Resignations (information only):**

<b>NAME</b>	<b>LAST</b>	<b>SITE</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE</b>
Joseph	Smith	Maintenance	HVAC I	March 3, 2017
Robert	Jones	Maintenance	HVAC II	March 24, 2017
Scott	Dawson	ECMS	Social Studies Teacher	June 14, 2017
Connie	Whidbee	ECMS	Business Education Teacher	March 28, 2017
Lennie	Hughes, Jr.	JC Sawyer	Elementary - Grade 3 Teacher	March 31, 2017

Antonio	Neal	JC Sawyer	Guidance	June 14, 2017
Gloria	Garzon	NHS	Spanish Teacher	March 31, 2017
Shawn	Wilson	Pasquotank	Principal	March 31, 2017
Letitia	Evans	PW Moore	ParaProfessional 30	February 13, 2017
Elizabeth	Deaton	RRMS	Math Teacher	March 28, 2017

**Elections:**

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Teresa	Byrum	Northside	Interim Assistant Principal	March 6, 2017
Rose	Hotchkiss	JC Sawyer	Interim AIG Facilitator/SB Instructional Coach	March 9, 2017
Margie	Lane	NHS	Interim Guidance Counselor	March 14, 2017
Jenai	Robinson	NHS	Family and Consumer Science Teacher	March 13, 2017
George	Floyd	Maintenance	Assistant Director of Maintenance	March 28, 2017
Kim	Morris	Transportation	EC Bus Monitor	March 1, 2017
Michelle	Decker	Central	ParaProfessional 30	March 13, 2017
Robin	Price	HL Trigg CS	ParaProfessional Excep Child	March 6, 2017
Denesha	White	NHS	Receptionist	February 16, 2017
Jennifer	Blanton	PCHS	Bookkeeper	March 9, 2017
Martin	Terrell	RRMS	Custodian	March 20, 2017
Courtney	Smith*	NHS	Assistant Varsity Softball Coach	February 22, 2017
Gabriel	Lopez*	PCHS	Assistant Baseball Coach	February 22, 2017

\*=part-time

**Coaches:**

NAME	LAST	ASSIGNMENT	SITE
Mitchell	Manuel	Athletic Director	ECMS
Edward	Dunlow	Head Baseball Coach	ECMS
Chelsea	Kovack	Head Softball Coach	ECMS
Crystal	East	Assistant Softball Coach	ECMS
Vanessa	Kee	Boys' Head Track Coach	ECMS
Mitchell	Manuel	First Responder	ECMS
Duncan	Moore	Athletic Director	NHS
Tray	Scott	Varsity Head Baseball Coach	NHS
Jonathan	Watts	JV Head Baseball Coach	NHS
Rachel	Erickson	Varsity Head Softball Coach	NHS
Tony	Johnson	Boys' Head Track Coach	NHS
Robert	Fuhrman	Girls' Head Track Coach	NHS
Elizabeth	Allsbrook	Head Soccer Coach	NHS
James	Duncan	Head Tennis Coach	NHS
Tom	Albanese	Head Golf Coach	NHS
Delton	Stallings	Athletic Director	RRMS

Delton	Stallings	Head Baseball Coach	RRMS
Candice	Lavra	Assistant Softball Coach	RRMS
William	Walker	Boys' Head Track Coach	RRMS
William	Walker	Girls' Head Track Coach	RRMS
Delton	Stallings	First Responder	RRMS
Michael	Barlow	Athletic Director	PCHS
Hunter	Lowe	Varsity Head Baseball Coach	PCHS
Ray	Burnham	Varsity Head Softball Coach	PCHS
Chris	McGee	Boys' Head Trach Coach	PCHS
Terry	Kelly	Girls' Head Track Coach	PCHS
Todd	Thompson	Head Soccer Coach	PCHS
Agustin	Maldonado	Head Tennis Coach	PCHS

**Reassignments:**

NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	DATE
Michelle	Flach	Instructional Coach/AIG Facilitator - JC Sawyer	Director of EC/Student Services - Central Services	March 1, 2017
Steven	Phthisic	Mechanic III - Transportation	Lead Mechanic - Transportation	April 1, 2017
Pamela	Ballance	Groundskeeper II - Transportation	Groundskeeper II - Maintenance	January 30, 2017
David	Blanchard	Groundskeeper I - Transportation	Groundskeeper I - Maintenance	January 30, 2017
Ronnie	Morris	Groundskeeper I - Transportation	Groundskeeper I - Maintenance	January 30, 2017
Jonathan	Phthisic	Groundskeeper I/Equipment Operator - Transportation	Groundskeeper I/Equipment Operator - Maintenance	January 30, 2017
Rhonda	Sawyer	Athletic Field Specialist - Transportation	Athletic Field Specialist - Maintenance	January 30, 2017
Denvel	Sutton	Groundskeeper II - Transportation	Groundskeeper II - Maintenance	January 30, 2017
John	Turner	Groundskeeper II - Transportation	Groundskeeper II - Maintenance	January 30, 2017
Lamont	White	Groundskeeper I/Equipment Operator - Transportation	Groundskeeper I/Equipment Operator - Maintenance	January 30, 2017
Evelyn	Bonds	Custodial Substitute - System	Part-time Custodian - ECMS	February 28, 2017
Julie	Fearing	School Level Instructional Coach - Northside	Elementary-Grade 4 Teacher - Northside	February 9, 2017
Amy	Fyffe	Principal - PCHS	Principal - Elizabeth City-Pasquotank Early College	March 1, 2017
Thomas	Ellis	ParaProfessional Excep Child - NHS	ParaProfessional Excep Child - PCHS	August 31, 2016
Tricena	Parker	Cafeteria Substitute - System	Cafeteria Assistant - Sheep-Harney	February 1, 2017
Joseph	Lewis	Custodian - NHS	Head Custodian - Weeksville	February 23, 2017
Joseph	Lewis	Bus Driver - NHS	Bus Driver - Weeksville	February 23, 2017

**Leaves of Absence:**

<b>NAME</b>	<b>LAST</b>	<b>SITE</b>	<b>ASSIGNMENT</b>	<b>BEGINNING DATE</b>
David	Mair	HL Trigg	Social Studies Teacher	February 27, 2017
Julie	Fearing	Northside	Grade 4 Teacher	March 7, 2017
Antoinette	Reid	JC Sawyer	Assistant Principal	March 3, 2017
Gabrielle	Hilscher	NHS	Math Teacher	April 8, 2017
Thalia	Hicks	PCHS	Exceptional Children Teacher	January 30, 2017
Monica	Williams	PCHS	Music Teacher	December 7, 2017
Kimberly	Wilkerson	Sheep-Harney	Kindergarten Teacher	March 6, 2017

**Substitutes:**

<b>NAME</b>	<b>LAST</b>	<b>ASSIGNMENT</b>
Carlita	Jeffers	Substitute Bus Driver
Ricky	Wells	Substitute Bus Driver
Vernon	Turner	Substitute Bus Driver
Shanita	White	Substitute Bus Driver
Hope	Poulter	Substitute Cafeteria Assistant
Cathy	Williford	Substitute Paraprofessional EC
Evangeline	Bond	Substitute Cleaner/Floor Tech

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

Keith Rivers, representing Pasquotank County Branch NAACP, spoke to the Board regarding recommendations to improve the school district.

**IX. Board Member Reports**

Board members reported they were pleased with the interest and attendance at recent community meetings held to discuss school reform plans for low-performing schools in the district. They spoke about the need to make decisions in the best interest of children. Members also commented on students representing the district at the State Science Fair (two received honorable mention); Early College High School parent meetings; Parent Academy and their appreciation for community support.

**X. Other**

A motion was made by Pam Pureza, seconded by Barry Overman, 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. Larry Cartner and Mr. Steve Lassiter remained for the meeting.

Members discussed employee recommendations and personnel matters.

A motion to come out of closed session was made by Virginia Houston, seconded by 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 hire the following individuals as principals:

- Antoinette Reid (Pasquotank Elementary School)
- Bryan Ruffin (Pasquotank County High School)
- Simona White (Northside Elementary School)

Members and Superintendent Cartner discussed comments they heard at community meetings regarding language and student discipline.

## **XI. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 8:34 p.m.

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Chair

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Secretary