

MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
June 13, 2016

The Elizabeth City-Pasquotank Board of Education met on Monday, June 13, 2016, for the purpose of holding Committee Meetings. The Committee Meetings were called to order at 2:00 p.m. and were held in the Board Room of the Administration Building.

I. Policy Committee

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

Other Board Members Present: Harvey Beasley, Virginia Houston, Barry Overman

Staff Present: Dr. Larry Cartner, Dianne Meiggs, Steve Lassiter, Dr. Joanne Sanders, Doug Hale, Tammy Sawyer, Tracy Davenport, Amber Godfrey, Jennifer Hawkins, Meredith Collins, T. J. Worrell

Mr. Jolly called the Policy Committee meeting to order at 2:00 p.m.

Old Business:

Dr. Cartner recommended approval of the Policy Series 9000 which has been on review.

New Business:

Dr. Cartner recommended approval of placing Policy Series 8000 on review until the July meeting.

Dr. Cartner recommended approval of waiving review of revisions to Policy 4400 (Attendance).

The Policy Committee approved placing the following on the June 27, 2016, consent agenda:

- Policy Series 9000
- Placing Policy Series 8000 on review until July
- Waiving review and approval of revisions to Policy 4400 – Attendance.

The Policy Committee adjourned at 2:05 p.m.

II. Personalized Education Committee

Committee Members Present: Dr. Denauvo Robinson (Chair), Walter Jolly, Pam Pureza

Other Board Members Present: Harvey Beasley, Virginia Houston, Barry Overman, Sharon Warden

Staff Present: Dr. Larry Cartner, Dianne Meiggs, Steve Lassiter, Dr. Joanne Sanders, Doug Hale, Tammy Sawyer, Tracy Davenport, Amber Godfrey, Jennifer Hawkins, T. J. Worrell

Dr. Robinson called the meeting to order at 2:05 p.m.

Tracy Davenport presented Title I, Title II and Title III Plans for 2016-17. She briefly discussed each plan and indicated the areas funded in each plan:

- Title I (instructional coach positions, teaching positions, professional development and reestablishing the Parent Center)
- Title II (professional development for principals, teachers and district leaders; K-3 class size reduction)
- Title III (LEP students)

Dr. Cartner shared that Title II was originally intended to be professional development funds and over the years, many districts had to move teaching positions into Title II.

Board members discussed the plan and asked questions about class-size reduction.

Dr. Cartner commended Ms. Davenport and Dr. Sanders for work to re-establish the Parent Center as the need to do so was expressed in Strategic Planning Community Forums.

Jennifer Hawkins presented information on 2016-17 Alternative Accountability Model Options for H. L. Trigg Community School and recommended approval of Option C (Alternative school may participate in the Alternative Schools' Progress Model).

The Personalized Education Committee approved placing the Title I, II and III Plans and Option C (2016-17 Alternative Accountability Model Options for H. L. Trigg Community School) on the consent agenda for June 27, 2016.

Jennifer Hawkins presented preliminary 2015-16 test data. Members discussed the preliminary results.

The Personalized Education Committee adjourned at 2:22 p.m.

III. Financial, Business and Technology Committee

Committee Members Present: Harvey Beasley (Chair), Barry Overman, Virginia Houston

Other Board Members Present: Walter Jolly, Pam Pureza, Dr. Denauvo Robinson, Sharon Warden

Staff Present: Dr. Larry Cartner, Dianne Meiggs, Steve Lassiter, Dr. Joanne Sanders, Doug Hale, Tammy Sawyer, Tracy Davenport, Amber Godfrey, Jennifer Hawkins, Michael Thompson, Meredith Collins

Mr. Beasley called the meeting to order at 2:22 p.m.

The June Building Rental Report was shared.

The June Monthly Maintenance Report was shared.

Doug Hale discussed a request to present the 2016-17 Budget Resolution at the June 27, 2016 meeting. Dr. Cartner indicated that would be dependent upon actions regarding budget reduction recommendations later in this meeting.

Doug Hale presented a request for authorization for the Superintendent to approve end of year budget amendments through June 30, 2016.

Michael Thompson presented Child Nutrition Bids for approval and explained that one list was for new bids and one list was for rollover bids.

Tammy Sawyer presented the 2016-17 District Handbook for Parents and Students.

Tammy Sawyer presented the revised school system logo to members. Members discussed the recommendation and matters surrounding the change (vehicles with the current logo, letterhead, etc.) Members also asked if staff had input in the recommendation and it was indicated it has only been shared with the Board at this point. Dr. Cartner explained that he would not recommend changing everything at one time, but to do so as it became time to order new items. It was decided to change the system logo and to use the option provided with black lettering – the portrait and landscape templates would be purchased.

Tracy Davenport presented a Camp WannaWannaGoGo Fundraising Request.

The following will be placed on the June 27, 2016, consent agenda:

- Authorization for Superintendent to Approve End of Year Budget Amendments
- 2016-17 Child Nutrition Bids
- 2016-17 District Handbook for Parents and Students
- Revised School System Logo
- Fundraising Request for Camp WannaWannaGoGo

The Financial, Business and Technology Systems Committee adjourned at 2:49 p.m.

The Financial, Business and Technology Systems Committee reconvened at 2:55 p.m.

Dr. Cartner discussed issues relating to reductions in the 2016-17 local budget and indicated the Board needed to make decisions on the following items:

- Common Technology Platform (utilizing textbook funding to purchase laptops, document cameras, carts and projectors for core classrooms to provide a common technology platform)
- Use of Fund Balance to “balance the budget” for the 2016-17 Local Budget
- Use of Fund Balance to move forward with 1:1 Initiative for students

Dr. Cartner indicated that the tentative Fund Balance as of June 30, 2016, would be approximately \$2.19 million.

Board members asked if there had been any word from the Board of Commissioners regarding providing additional funds. Dr. Cartner indicated that nothing has been communicated to him.

Board members discussed funding and budget issues at length.

A motion was made by Pam Pureza, seconded by Sharon Warden and unanimously approved to place utilizing textbooks funds to implement a common technology platform for core teachers on the June 27, 2016, consent agenda.

A motion was made by Pam Pureza, seconded by Virginia Houston and Dr. Denauvo Robinson, to use \$950,000 from Fund Balance to balance the 2016-17 Local Budget and move forward with Option 2 for budget reductions. The motion carried unanimously.

The Board determined that the district will not move forward with the 1:1 plan in the current form due to decreased local funding.

Board members asked Dr. Cartner to investigate options for implementing 1:1 Technology for one grade level in 2016-17.

The Financial, Business and Technology System Committee adjourned at 3:31 p.m.

IV. Global Citizens and Healthy Students Committee

Committee Members Present: Virginia Houston (Chair), Pam Pureza and Sharon Warden

Other Board Members Present: Harvey Beasley, Walter Jolly, Barry Overman, Dr. Denauvo Robinson

Staff Present: Dr. Larry Cartner, Dianne Meiggs, Steve Lassiter, Dr. Joanne Sanders, Doug Hale, Tammy Sawyer, Tracy Davenport, Amber Godfrey, Jennifer Hawkins, Meredith Collins, T.J. Worrell

Mrs. Virginia Houston called the Global Citizens and Healthy Students Committee meeting to order at 2:49 p.m.

Dr. Joanne Sanders presented information regarding a request to purchase 33 Automatic External Defibrillators (AEDs) for the schools utilizing Medicaid

Reimbursement Funds. The recommended vendor is AED Brands for a cost of \$53,500.16. The Pasquotank County EMS Director recommended the device and vendor.

The Global Citizens and Healthy Student Committee agreed to place approval of purchasing 33 AEDs on the consent agenda for June 27, 2016.

The Global Citizens and Healthy Student Committee adjourned at 2:53 p.m.

V. Excellent Educators

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

Other Board Members Present: Harvey Beasley, Virginia Houston, Barry Overman, Pam Pureza

Staff Present: Dr. Larry Cartner, Dianne Meiggs

Mrs. Warden called the meeting to order at 2:54 p.m.

Dr. Cartner requested that the Board return to the Financial, Business and Technology System Committee to discuss budget issues that will impact personnel matters.

The Excellent Educators Committee recessed and reconvened at 3:36 p.m.

Dianne Meiggs discussed the need for a Reduction In Force of three classified positions based on budget reductions approved earlier. She requested that the RIF be placed on the June 27, 2016, consent agenda.

Barry Overman recognized Mrs. Meiggs and Mr. Hale noting that this will be the last meeting they attend. He thanked them for their service to the school district.

Dr. Cartner thanked Mrs. Meiggs and Mr. Hale for making the tough decisions required from their positions and doing what it takes to make the district successful.

The Board took a five minute recess.

Closed Session

A motion was made by Sharon Warden, seconded by Virginia Houston and Pam Pureza, 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).

Members discussed recommendations and personnel matters.

A motion to come out of closed session was made by Sharon Warden, seconded by 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.

Members agreed to place the following on the June 27th, 2016, consent agenda for approval:

Members agreed to place the following on the May 23, 2016, consent agenda for approval:

- Resignations (information only)
- Elections
- Reassignments
- Leaves of Absence
- Camp WannaWanna GoGo Employees
- Student Enrichment Academy Employees
- Summer Reading Camp Employees
- Ex. Children's Program RIF Employees
- Reduction in Force (classified staff)

The Excellent Educators Committee adjourned at 4:42 p.m.