

**Non-Certified Advisory Council Meeting  
March 14, 2017  
Minutes**

**Present:**

*Abbitt, Jenny  
Blackmon, Susan  
Bogue, Cheryl  
Chauvin, Laurie  
Fiedler, Angela  
Griffin, Marvinia  
Herring, Shelly  
Johnson, Wanda*

*Johnson, Shirley  
Lavoie, Debbie  
Moore, Kerrie  
Nolan, Brenda  
Odum, Kenny  
Rhodes, Joy  
Self, Amy  
Storey, Danielle*

*Townsend, Pat  
Waterfield, Judy  
  
Floyd, Toni  
Lassiter, Steve  
Cartner, Larry*

Dr. Cartner opened the meeting and thanked everyone for attending and provided time for review of responses to questions submitted prior to the meeting.

Dr. Cartner informed members that there is some discussion at the State level to give reason to believe the General Assembly may make changes to the current school calendar law.

Dr. Cartner discussed the board's decision to place four low performing schools in the Reform Models for Low Performing Schools offered by NCDPI. Beginning in 2017-18 Elizabeth City Middle School and P. W. Moore Elementary School will operate under the Transformation Model. Pasquotank Elementary School and River Road Middle School will operate under the Restart Model. He explained it is a positive step for the district as it removes schools from being in the pool to be selected for the State's Achievement School District (ASD). He explained that the General Assembly took steps to create the ASD process and the lowest performing schools in the state would become eligible for selection and would be taken over by the State. Schools in the ASD would be run by the State or a for-profit Educational Management Organization (EMO) and would no longer be under control of the local district. The district would be required to provide transportation and building maintenance.

Dr. Cartner reviewed and discussed the four options available in the Reform Models:

*Transformation Model:*

*Develop and increase teacher and school leader effectiveness  
Implement comprehensive instructional reform models  
Increase learning time and create community oriented schools  
provide sustained support*

*Restart Model:*

*Allows flexibility with budget, personnel, and time  
the school remains under the control of the local district*

*Turnaround Model:*

*Replace the principal*

*Rehire no more than 50% of the school's staff*

*Adopt a new governance structure at the school*

*School Closure Model:*

*The LEA would close the school*

*Enroll students in other higher achieving schools*

Dr. Cartner explained that the Turnaround & Restart Models were adopted based on the tenure of the leadership at the schools. He outlined steps taken in the process to date:

- Board discussion and review
- Selection of a model based on school need and history
- Met with staff at RRMS/PES
- Conducted parent meetings at RRMS/PES
- Met with community leaders
- Scheduled community meetings (3/14 at Debry Community Center and 3/15 at Public Library)

Dr. Cartner discussed teacher attendance issues, particularly at RRMS (*highest absence rate in district for last year and this year*). He indicated he is not trying to “beat folks up” but is giving facts and everyone needs to understand that we have to come to work and teach the students we have.

A question was asked about the Restart Model and if staff would be moved from low performing schools and if staff from other schools would be moved to the low performing schools.

Dr. Cartner responded that it is too early to say about staff moving to low performing schools but that some staff from the low performing schools could be moved to other sites.

A question was asked about the Transformation Model and Dr. Cartner replied that the Transformation Model consists of simply doing what you ought to be doing to have a good school (teaching & learning, growth for staff & students, etc.).

Dr. Cartner discussed the 2017-18 budget process. He explained that he has been meeting with his Cabinet (Lassiter, Sanders, Cox) and reviewing budget needs and requests. He indicated the system would need \$1.8 million of additional local funding in 2017-18 to maintain our current level of operations. In 2016-17 the district asked for \$12.4 million, received \$10 million, cut \$1.3 million and used \$1.1 million of fund balance. The Fund Balance has been reduced to approximately \$700,000 and only half of that is eligible for spending so it is not feasible to plan on using fund balance for

2017-18. He is working on making cuts that will not affect the core mission of the district and further cuts will have significant impact. He discussed funding sources (local, state, federal) and indicated that the State has informed the district the projected enrollment for 2017-18 will be 100 less students, which does not include any students that might enroll at the charter school. He briefly discussed the process of funding the charter school (state funds go directly to the charter school and local funds are funneled through the district to the charter school).

A question was asked about Teacher Assistant positions for 2017-18.

Dr. Cartner indicated that at the present time they have not taken any positions out of the budget and plans are to eliminate vacant positions (retirements/resignations) before someone would lose their job. The local budget funds custodial, transportation, clerical and teacher assistants. No teacher positions are in the local budget.

A question was asked about what would be cut next and if the information he shared included the class size legislation.

Dr. Cartner indicated class size legislation issues were not included. The impact on ECPPS could range from approximately \$750,000 to \$1.3 million.

Dr. Cartner told the group that he does not provide this information to make anyone sad or downhearted, but does so in order for there to be no surprises and to provide transparency in the budget process.

A member stated it does help a lot to hear the information and not have to rely on rumors.

Dr. Cartner discussed possible position reductions due to retirement/resignation and not filling vacant positions. A review of current staffing will be done. He gave an example of clerical staff at middle schools and a decrease in enrollment and commented that the district may have to look at reducing positions. He commented that sometimes organizations get used to what they have, but if you have to, you can make reductions. He discussed the fact that at one time the district used 100% of the budget for personnel and none for student achievement and that he has tried to "right the ship" and use the accepted norm of no more than 80% of the budget in personnel costs.

A question was asked about when people would be notified if there would be a change in staffing/positions at schools.

Dr. Cartner responded that they should know by the end of the school year.

Toni Floyd, Director of Transportation, volunteered to give up 25% of a non-certified position because she has identified savings in the purchase of parts that could help.

Dr. Cartner thanked Floyd and shared that she has been here two months and has already identified enough areas to gain the equivalent of one mechanic position by realigning duties. He reminded everyone how folks can get used to things and you have to be strategic in how you change.

Dr. Cartner asked for any additional questions/comments/concerns.

A question was asked about student bus privileges and if they had not ridden for an extended period did they give up the bus privilege.

Dr. Cartner and Floyd both responded that students do not lose the privilege to ride if they choose not to do so for a period of time. Discipline issues would be the reason for losing privileges.

A question was asked about bus stop arm violations and who should handle the reporting.

Floyd responded that the violations should be reported to her and she will handle from that point.

A comment was made about "how did we get here" and the individual expressed appreciation for Dr. Cartner sharing information.

Dr. Cartner responded that when you start being more transparent folks become aware of things they may not have known in the past. He stated that being transparent is the right thing to do.

The meeting adjourned at 1:37 p.m.