

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
May 22, 2017**

The Elizabeth City-Pasquotank Board of Education met in regular session on Monday, May 22, 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	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, Career/Technical Education Director
Ms. Tracy Davenport, Federal Programs Director

I. Meeting Called to Order

Chair Warden called the meeting to order.

II. Pledge of Allegiance and Moment of Silence

Alyssa Rodriguez, Pasquotank County High School student, led members and guests in the Pledge of Allegiance. Superintendent Cartner led members and guests in a Moment of Silence.

III. Approval of Agenda (Action)

A motion was made by Pam Pureza, seconded by Dr. Sheila Williams, 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 with "*Exceeding Excellence*" Certificates:

- Nickalos Golden (Northeastern High School Student Ambassador)
- Tayla Jones (Northeastern High School Student Ambassador)
- Seth Overman (Northeastern High School Student Ambassador)
- Kelsey Pierce (Northeastern High School Student Ambassador)
- Alyssa Rodriguez (Pasquotank County High School Student Ambassador)
- Niamh Massey (Pasquotank County High School Student Ambassador)
- William Holmes (Pasquotank County High School Student Ambassador)
- James Arbogast (Pasquotank County High School Student Ambassador)
- Ms. Susan Buckner (organizing ECPPS Child Care Conference)
- Mr. Paul Batson (organizing ECP Backpacks to provide weekend food to students)

VI. Approval of Minutes

A motion was made by Pam Pureza, seconded by Sheila Williams, and unanimously carried to approve the minutes of April 24, 2017 (Regular Meeting), April 24, 2017 (Commissioners' Finance Meeting) and May 15, 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 and action agenda items as follow:

Personalized Education:

1. 2017-18 Career/Technical Education Plan
2. Updates to AIG Plan
3. Placing the Following NCSBA Spring Policy Updates on Review:
 - 3410-Testing & Assessment Program
 - 3420-Student Promotion & Accountability
 - 3470/4305-Alternative Learning Programs
 - 4125-Homeless Students
 - 4150-School Assignment
 - 4155-Assignment to Classes

Global Citizens and Healthy Students:

1. Placing the Following NCSBA Spring Policy Updates on Review:
 - 1310/4002-Parental Involvement
 - 1320/3560-Title I Parent & Family Engagement
 - 3640/5130-Student Voter Registration & PreRegistration
 - 4250/5075/7316-NC Address Confidentiality Program
 - 4700-Student Records
 - 6140-Student Wellness
2. Re-Appointment of Joseph Peel to Serve on College of The Albemarle's Board of Trustees

Financial, Business and Technology Systems:

1. Child Nutrition Program Lunch Price Increase
2. List of Items to Be Declared Surplus for Sale/Disposal
3. Placing the Following NCSBA Spring Policy Updates on Review:
 - 5008-Automated Phone and Text Messaging
 - 5030-Community Use of Facilities
 - 6320-Use of Student Transportation Services
 - 6450-Purchase of Services

Excellent Educators:

1. Placing the Following NCSBA Spring Policy Update on Review:
 - 7930-Professional Employees: Demotion & Dismissal
2. Beginning Teacher Support Plan
3. Resignations (information only)

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Suzanne	Stines	Central	Guidance Counselor	June 30, 2017
Michelle	Ford	NHS	English Teacher	June 14, 2017
Lanie	Carnall	Pasquotank	Elementary - Grade 1 Teacher	May 24, 2017
Sandra	Ivey	Pasquotank	Elementary - Grade 3 Teacher	July 31, 2017
Debra	Keys	Pasquotank	Paraprofessional	June 9, 2017
Cullen	O'Brien	PCHS	Science Teacher	June 30, 2017
Ashley	Turner	PCHS	Bus Driver	March 1, 2017
Lisa	Ewers	PW Moore/ Pasquotank	Assistant Principal	June 30, 2017
Lynn	Spruill	PW Moore	Elementary - Grade 5 Teacher	June 14, 2017
Jaclyn	Toland	PW Moore	Elementary - Grade 5 Teacher	June 30, 2017
Cindy	Jennings	Weeksville	Media Coordinator	June 14, 2017
Daisy	Bowe	Weeksville	Cafeteria Assistant	June 9, 2017
Coaches:				
Jessica	Goninan	NHS	Head Volleyball Coach	April 28, 2017
Danean	Keller	PCHS	JV Cheering Coach	February 18, 2017
Pavel	Miranda	PCHS	Soccer Coach	March 24, 2017

4. Elections

NAME	LAST	SITE	ASSIGNMENT	EFFECTIVE
Annie	Fullwood	Transportation	CDL Services Coordinator/BSIP	May 1, 2017
Shaquita	Winslow	JC Sawyer	Paraprofessional Excep Child	May 2, 2017
Bev	Couture	Pasquotank	Paraprofessional Excep Child	May 1, 2017
Felnita	White*	PW Moore	Cleaner - PT	May 2, 2017
Evangeline	Bond	Weeksville	Head Custodian	March 31, 2017

Jenarirra	Epps*	ECMS	Girls' Track Coach	May 2, 2017
Stephen	Hallett*	RRMS	Head Softball Coach	May 2, 2017

5. Reassignments

NAME	LAST	CURRENT ASSIGNMENT	NEW ASSIGNMENT	DATE
Colina	Bartlett	AIG/Technology Teacher - Central	AIG/Instructional Coach - Central	August 17, 2017
Jennifer	Kresicki	Instructional Coach/Technology Teacher - Central	Elementary Grade 1 Teacher - Central	August 17, 2017
Joyeria	Brothers	Business Teacher - RRMS	Business Teacher - ECMS	August 17, 2017
Shawn	Thomas	Health/Physical Education Teacher - HL Trigg	Health/Physical Education Teacher - ECMS	August 17, 2017
Megan	Dunford	Music Teacher - ECMS	Music Teacher - Northside	August 17, 2017
Morris	Burnham	Health/Physical Education Teacher - PCHS	Health/Physical Education Teacher - Northside	August 17, 2017
Delishia	Moore	Assistant Principal - PCHS	Assistant Principal - JC Sawyer	July 1, 2017
Lori	Abbott	Guidance Counselor - Sheep-Harney	Guidance Counselor - JC Sawyer	August 17, 2017
Linda	Houlroyd	Secretary - RRMS	Secretary - Pasquotank	August 1, 2017
Amanda	Lowman	Spanish Teacher - Northside	Spanish Teacher - NHS	August 17, 2017
LeVar	Mizelle	Principal - RRMS	Assistant Principal - PCHS	July 1, 2017
Linda	Davis	Assistant Principal - NHS	Assistant Principal - PW Moore/Pasquotank	July 1, 2017
Hunter	Lowe	Health/Physical Education Teacher - ECMS	Health Physical Education Teacher - PW Moore	August 17, 2017
Jessica	Barclift	Business Teacher - PCHS	Business Teacher - RRMS	August 17, 2017
Blanca	Garber	Spanish Teacher - PW Moore/Pasquotank	Spanish Teacher - RRMS	August 17, 2017
Elaina	Lawson	Art Teacher - PCHS	Art Teacher - Sheep-Harney	August 17, 2017
Tonya	Zachary	Receptionist - ECMS	Bookkeeper/Data Manager - Early College	May 22, 2017

6. Leaves of Absence

NAME	LAST	SITE	ASSIGNMENT	BEGINNING DATE
Pamela	Ballance	Maintenance	Groundskeeper II	April 26, 2017
Deborah	Old	Northside	Paraprofessional	April 6, 2017
Latitia	Figgs	JC Sawyer	Elementary - Grade 1 Teacher	April 6, 2017
Tiffany	Byrum	NHS	Science Teacher	May 5, 2017
Anna	McCarthy	NHS	Media Coordinator	April 13, 2017
Samuel	McNeal	NHS	Technology Assistant	March 13, 2017

Lashekia	Brothers	RRMS	AIG Facilitator	March 3, 2017
Peter	Herrington	RRMS	Health/PE Teacher	May 9, 2016
Christina	Bonin	Weeksville	Elementary - Grade 2 Teacher	April 6, 2017

7. List of Substitutes

NAME	LAST	ASSIGNMENT
Hope	Poulter	Substitute Bus Driver
Michael	Barclift	Substitute Teacher
Kendra	Billups	Substitute Teacher
Dannette	Bowe	Substitute Teacher
Sarita	Brown	Substitute Teacher
Lauren	Bryant	Substitute Teacher
April	Coen	Substitute Teacher
Annette	Crum	Substitute Teacher
Candace	Hill	Substitute Teacher
Taneisha	Kee	Substitute Teacher
Joe	Kimmel	Substitute Teacher
Greta	Kinen	Substitute Teacher
Melissa	Rady	Substitute Teacher
Shawn	Rodgers	Substitute Teacher
Nicole	Skagerberg	Substitute Teacher
Vatara	Slade	Substitute Teacher
Theresa	Smith	Substitute Teacher
Shawna	Sykes	Substitute Teacher
Alex	Tharp	Substitute Teacher
Angela	Thornton	Substitute Teacher
Devin	Tillmon	Substitute Teacher
Joan	Wood	Substitute Teacher

8. Employees Recommended for Employment 2017-18

Employee	Site	Employee	Site
Rachel Benton	Central	SeLisa Godfrey	HL Trigg CS
Racheal Egan	Central	June Gregory	HL Trigg CS
Whitney Evans	Central	David Mair	HL Trigg CS
Shelley Greene	Central	Kristie Powell	HL Trigg CS
Jennifer Kresicki	Central	Marcus White	HL Trigg CS
Nicole Lavinder	Central		
Elizabeth Leary	Central	Jeanne Ambrose	Northside
Tessie Marler	Central	Samantha Balmer	Northside
Deborah Poulos	Central	Elsie Boone-Thompson	Northside
Misty Wooten	Central	Teri Doleski	Northside
		Myra Loitsch	Northside
Tesia Bynum	Elizabeth City Middle	Michelle Mazzola	Northside
Lindsey Cahoon	Elizabeth City Middle	Heather Meads	Northside
Megan Dunford	Elizabeth City Middle	Angela Moxley	Northside
Crystal East	Elizabeth City Middle	Jennifer Perry	Northside
Karen Givens	Elizabeth City Middle	Christine Simila	Northside
Millie Griffith	Elizabeth City Middle		
Roberta Heath	Elizabeth City Middle	Deanna Aston	JC Sawyer

Naomi Howard	Elizabeth City Middle	Mallory Dail	JC Sawyer
Nicole Jenkins	Elizabeth City Middle	Stella Duhaime	JC Sawyer
Chelsea Kovah	Elizabeth City Middle	Miah Jacocks	JC Sawyer
Linda Lenau	Elizabeth City Middle	Megan Meredith	JC Sawyer
Hunter Lowe	Elizabeth City Middle	Charlotte Raines	JC Sawyer
William Nixon	Elizabeth City Middle	Ginger Sanders	JC Sawyer
Christopher Pinto	Elizabeth City Middle	Sabrina Sears	JC Sawyer
Hannah Saunders	Elizabeth City Middle	Chelsea Swyers	JC Sawyer
Nicole Shepherd	Elizabeth City Middle	Samantha Turner	JC Sawyer
Nicole Smith	Elizabeth City Middle	Nekia Williams	JC Sawyer
John Towell	Elizabeth City Middle		
Mary Twiford	Elizabeth City Middle		
Adriane Walker	Elizabeth City Middle		
Carolyn Walton	Elizabeth City Middle		
Caren Williams	Elizabeth City Middle		
Terrie Wilson	Elizabeth City Middle		

Elizabeth Allsbrook	NHS	Kimberly Ballance	PCHS
Noel Bethea	NHS	Michael Barlow	PCHS
Elizabeth Brinker	NHS	Bridgette Bowen	PCHS
Tiffany Byrum	NHS	Jesse Cassino	PCHS
Savannah Cutrell	NHS	Christopher Doepker	PCHS
Rachel Erickson	NHS	Cheryl Douglas	PCHS
Angela Evans	NHS	Shatoya Estime	PCHS
Linda Grimes	NHS	Amanda Forbes	PCHS
Allison Hiebert	NHS	Stacy Freeman	PCHS
Gabrielle Hilscher	NHS	Melissa Haley-Driver	PCHS
Shelia Hughes	NHS	Brittany Jennings	PCHS
Jennifer James	NHS	Danean Keller	PCHS
Tony Johnson	NHS	Jennifer Loeffler	PCHS
Jennifer Kotch	NHS	Tonni McCartney	PCHS
Chelsea McPherson	NHS	Christopher McGee	PCHS
Lily Oakes	NHS	Joan Metzger	PCHS
William Old	NHS	Letitia Moore	PCHS
Bethany Phares	NHS	Lily Oakes	PCHS
Eva Riddick	NHS	Bonita Robinson	PCHS
Melissa Sawyer	NHS	Eugene Rountree	PCHS
Fatima Simmons	NHS	John Russell	PCHS
Emily Tabolt	NHS	Hannah Saunders	PCHS
Sharon Turner	NHS	Amanda Tufts	PCHS
Tonica White	NHS	Christine Vicars	PCHS

Verdonna Ashley	Pasquotank	Marqita Williams	PCHS
Jennifer Barclift	Pasquotank	Walter Wingard	PCHS
Leigh Baskin	Pasquotank		
Sarah Brewer	Pasquotank		
Maryann Everett	Pasquotank		
Honesty Floyd	Pasquotank		
Blanca Garber	Pasquotank		
Crystal Seymour	Pasquotank		
Christina Stokely	Pasquotank		
Amanda Wandell	Pasquotank		

Shannon Xiques	Pasquotank		
Holly Barrington	PW Moore	Lori Abbott	Sheep-Harney
Krystin Battey	PW Moore	Andrae Banks	Sheep-Harney
Aleah Clark	PW Moore	Jasmyne Brooks	Sheep-Harney
Jessica Coates	PW Moore	Brandy Bussey-Noe	Sheep-Harney
Chandra Eley	PW Moore	Amanda Copeland	Sheep-Harney
Blanca Garber	PW Moore	Doreen Gegan	Sheep-Harney
Lisa Giarmono	PW Moore	Jessica Harrell	Sheep-Harney
Michelle Gray	PW Moore	Laquitta Hinton	Sheep-Harney
Sarah Jackson	PW Moore	Jazmine Jones	Sheep-Harney
Frances Jones	PW Moore	Franziska Keppler	Sheep-Harney
Rachel Keith	PW Moore	Emily Lee	Sheep-Harney
Adrienne Knight	PW Moore	Heather Marshall	Sheep-Harney
Melanie Lacasse	PW Moore	Mary Pendleton-Jones	Sheep-Harney
Patricia Poplos	PW Moore	Teenia Riddick	Sheep-Harney
Dawn Price	PW Moore	Kendra Sawyer	Sheep-Harney
Jill Turner	PW Moore	Dawn Stallings	Sheep-Harney
		Kimberly Wilkerson	Sheep-Harney
Tiffany Adams	River Road Middle	Danielle Wissner	Sheep-Harney
Sarah Ambrose	River Road Middle	Frances Worthington	Sheep-Harney
Heather Bowman	River Road Middle		
Joyeria Brothers	River Road Middle	Melanie Burley	Weeksville
Jennifer Durham	River Road Middle	Rosalind Rosa	Weeksville
Elisa Griffin	River Road Middle	Myraida Santana	Weeksville
Josie Harris	River Road Middle	Wendy Waller	Weeksville
Peter Herrington	River Road Middle		
Amanda Kozak	River Road Middle	Amy Coker	Edgewood-Speech Language
Selena Lane	River Road Middle	Jennifer Dunkle	Edgewood-Speech Language
Shawanna Lilly	River Road Middle		
Alicia Palmer	River Road Middle		
Endi Simpson	River Road Middle		
William Walker	River Road Middle		
Denita Whitfield	River Road Middle		

**9. Employees Recommended for Employment 2017-19 Provided
Provisional Licensure Requirements Are Met by 6.30.17**

Employee	Site	Employee	Site
Robin Calloway	ECMS	Jessica Barclift	PCHS
Maenecia Cole	ECMS	Wesley Borton	PCHS
		Jeffrey Cofield	PCHS
Bonita Clark	HL Trigg	Michael Jefferson, Jr	PCHS
Samuel Stallings	HL Trigg	Tamatha Meads	PCHS
Shawn Thomas	HL Trigg	Mark Miller	PCHS
		Matthew Oakes	PCHS
Jasmine Harris	Northside	Ronna Reid	PCHS
Amanda Lowman	Northside	Latorsha Stephens	PCHS
		Lindsey Umphlett	PCHS
Wilkiam Wilson	JC Sawyer		
		Rachel Pizano	PW Moore

Jessica Goninan	NHS		
Shante' London	NHS	Chenice Shaw	River Road Middle
Alice Moncla	NHS		
Antonio Moore	NHS	James Schiffbauer	Sheep-Harney
Jenai Robinson	NHS	Pamela Winslow	Sheep-Harney
Richard Turner	NHS		
		Elizabeth Batson	Edgewood-Social Worker
Susan Robinson	Pasquotank		

10. Administrator Contracts Recommended for Renewal

CENTRAL OFFICE ADMINISTRATOR CONTRACTS RECOMMENDED TO BE RENEWED FOR TWO YEARS:

Tracy Davenport
Jennifer Hawkins

ADMINISTRATOR CONTRACTS RECOMMENDED TO BE RENEWED FOR FOUR YEARS:

Timothy Worrell
Christopher Poullet

ADMINISTRATOR CONTRACT RECOMMENDED EXTENSION OF ONE YEAR:

Gwen Stevens

VIII. Public Forum (Citizen Comments to the Board)

There were no requests to appear before the Board.

IX. Board Member Reports

Board members commented on their enjoyment of this time of year and the numerous opportunities to attend events in the district such as: Teacher of the Year Awards, Bus Driver Recognition, Superintendent's Academic Team Awards, Senior Awards Nights, Sports Banquets, Spelling/Geography Bees, Special Olympics, Band Concerts, Choral Concerts, etc. They also commented on their pride in the accomplishments of students and staff.

X. Other

Dr. Cartner discussed the 2017-18 local budget and presented a preliminary list of proposed cuts based on the \$10,900,000 of appropriations the Pasquotank County Board of Commissioners indicated they will provide. He reminded members that the amount of funds needed to remain level and for the district not to regress would have been \$12,300,000. He explained that proposed list is not complete and additional cuts in excess of \$500,000 would have to be made to the preliminary list to meet the County's proposed funding.

Board members held a lengthy discussion regarding the local budget which included: the proposed reductions; the district's Fund Balance (currently approximately \$717,000); seeking clarification of comments made in April by a Commissioner about the County's debt level and the possibility of them borrowing money to fund capital purchases; approaching Commissioners to request additional funding; Low Wealth funds and restrictions regarding supplanting funds; etc. Members agreed that Chair Warden should approach the County Manager, County Finance Officer and Commissioners to request a meeting to discuss needs of the school system related to the budget.

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.

Dr. Cartner discussed personnel issues related to the budget.

Dr. Cartner discussed personnel recommendations for assistant principal vacancies.

A motion to come out of closed session was made by Pam Pureza, seconded by Barry Overman, 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. Denauvo Robinson, seconded by Pam Pureza, and unanimously carried to hire Jim Schiffbauer and Sarah Ambrose for Assistant Principal positions. Mr. Schiffbauer will be assigned to Northeastern High School and Ms. Ambrose will be assigned to Northside Elementary School.

XII. Adjournment

There being no further business to come before the Board, the meeting adjourned at 8:39 p.m.

Chair

Secretary