

**Directors' Meeting**  
**12.5.17 – 10:30 a.m.**

**Present:**

Cartner	Cox	Davenport	Floyd, T.	James-Davis	Thompson
Lassiter	Austin	Flach	Godfrey	Lane	Whitehurst
Sanders	Cowell	Floyd, F.	Hawkins	Sawyer	

Dr. Cartner opened the meeting and shared that the Board of Education revised its December meeting schedule – the reorganization meeting originally scheduled for 12.4.17 will be held in conjunction with the regular meeting on 12.18.17.

Dr. Cartner discussed the stance held by both NCSBA and NCASA regarding the General Assembly Class Size Mandate. The organizations have differing recommendations regarding the approach to use regarding the matter (NCSBA recommends that Boards of Education adopt a resolution to outline the impact on districts and NCASA recommends that superintendents distance themselves from the topic).

Dr. Cartner discussed the impact of the mandate on ECPPS and indicated that he anticipates no impact on the district regarding capital needs and at the present time the district would need to hire three additional classroom teachers for 2018-19. He indicated there are some issues regarding CONNECT teachers and the district has applied for a waiver for those class sizes.

The following information was shared:

Dr. Sanders reported on the following new hires in Program Services: Tanya Proctor (PowerSchool/Testing); Beverly Fonville (Title I Parent/Community Center) and De'Neal Banks (Title I Parent/Community Center).

Sawyer reported that Demetrius Stokley had recently come on board to assist with Community Schools/PIO.

Dr. Sanders reported that end of course testing begins next week for the EC-P Early College.

Davenport reported:

- She is meeting with School Improvement Teams (by invitation) to provide training on the process.
- De'Neal Banks at the Title I Parent Family and Community Center focuses on the digital presence of the Center in the community. She is working on videos for the district website and has launched a Facebook page to post Title I

happenings in the district.

- Federal Programs (Title I, II, III and IV) will be audited in March 2018. She will be asking for information to prepare for the audit. The majority of the audit will be a “desk audit” but there will be visits to schools to speak with parents, teachers, administrators, etc.

Lane shared that the BT (Beginning Teachers) Program will be audited later this week. He also shared that Godfrey provided SchoolNet training for instructional coaches recently.

Cowell and Pauley prepared a presentation on creating tests with more rigorous questions designed for higher order thinking skills that was presented to a school staff and will be shared with others.

The PST team is visiting schools and working with staff on data digs. They are using the 5 “Whys” Process and are receiving powerful positive feedback.

The PST Team is in the process of school walkthrough visits and they are providing positive notes for teachers along with debriefing the principal/instructional coach following visits.

Flach reported:

- The Exceptional Children’s Department is in the process of finalizing corrective actions from their May audit.
- Alternatives to Suspension 2 Training is underway (she commented that it aligns well with the trauma training she attended recently in regards to tiers of intervention)
- Autism training is being provided to a team of 7 individuals
- Vocabulary Instruction Training with EC staff that correlates with Learning Focused instruction is taking place (scaffolding, front loading, etc.)

Dr. Sanders reported that Flach is working with school counselors to redefine their role as it relates to student focus.

Hawkins shared that DPI will conduct a routine audit of PCHS graduation cohort.

Austin reported that the KEA is 100% complete and the district met its goal.

James-Davis reported that she is evaluating the CTE program at PCHS due to a vacancy in the Agriculture Program.

Godfrey reported:

- “Hour of Code” Week (December 4-11) is underway and the district has strong participation.
- Responses to the “Speak Up” Survey are increasing – the survey sponsors are using the district as an example in a promotional flyer.
- E-Rate application has been submitted.
- The district is hoping to move from ITS to Century Link or another provider in order to streamline costs.
- Bids are out for installation of fiber optic cable to provide faster internet service to the Bus Garage & Maintenance Warehouse
- As of 12.4.17 the technology department has no vacant positions.

T. Floyd reported that bus drivers will submit driver timesheets based on GPS clock-in beginning this month. The program will be useful in identifying routes/time and assist in making changes to improve efficiency.

F. Floyd reported that he is encouraging the Maintenance Department staff to not wait on receiving work orders to complete a task, but to take care of items as they identify them.

Dr. Cartner thanked everyone for attending and adjourned the meeting at 11:01a.m.