

Edenton-Chowan Schools  
Board of Education Meeting  
Tuesday, July 7, 2020  
6:30 p.m.

Virtual Meeting from:  
Edenton-Chowan Schools  
Technology Department  
800 North Oakum St.  
Edenton, NC 27932

## MINUTES

The Edenton-Chowan Schools Board of Education met in regular session on Tuesday, July 7, 2020 at 6:30 p.m. The following Board Members were present: Chairman Gene Jordan, Vice-Chair Jean Bunch, Ricky Browder, Gil Burroughs, Paul Clifton, Maxine Mason, Joan White, and Interim Superintendent Dr. Michael Sasscer. Social distancing guidelines were followed. The meeting was broadcast via Facebook Live: <https://www.facebook.com/EdentonChowan/videos/297974468020475/>

Others present or attending remotely were: Dr. Jana Rawls, Executive Director of Human Resources; Emma Berry, Chief Finance Officer; Kerry Mebane, Chief Technology Officer; Casey Bass, Director of Career and Technical Education; Jamie Bowers, Director of Exceptional Children; Virginia Jones; Hack High, Attorney; and Sarah Hare, Board Clerk.

The meeting was called to order by Chairman Jordan.

The invocation was given by Chairman Jordan.

The Pledge of Allegiance was led by Chairman Jordan.

**APPROVAL OF AGENDA:** A motion was made by Mr. Burroughs to approve the agenda as presented. A second to the motion was made by Mrs. White. The motion carried unanimously.

**PUBLIC BOARD DIALOGUE:** There were no requests to address the Board.

**REPORT:**

Superintendent's Report - Dr. Sasscer presented his monthly report including the following items:

Dr. Sasscer thanked Dr. Rob Jackson for his outstanding service and leadership to Edenton-Chowan Schools.

Graduation was held on June 12, 2020. It was an amazing event! Tears flowed down faces and families glowed in pride as their child's name was called and each turned their tassel. Families were extremely complimentary of the service.

During the spring semester, six seniors took a Manufacturing Career Essentials course designed by Ms. Casey Bass, Ms. Robin Zinsmeister (COA), and Ms. Emily Nicholson (Northeastern Workforce Development Board). Students learned from local industry partners and earned credentials such as OSHA-10, Yellow-belt and Forklift operation. Two seniors signed contracts to begin work with Albemarle Boats.

School personnel have begun preparing for how schools will open in August. Albemarle Regional Health Services will be offering support as we continue to plan. Additionally, Chowan County Emergency Management and the Federal Emergency Management Agency (FEMA) have been instrumental in helping us obtain personal protective equipment for our students and staff. To date we have received:

- 12,000 - disposal face coverings
- 16,500 - cloth face coverings
- 661 - Surgical masks
- 16 - Face shields
- 384 - 16oz. bottles of hand sanitizer
- 120 - 32oz. bottles of disinfectant
- 168 - gallon jugs of bleach
- 166 - Thermometers
- 112 - Gowns
- 13 - Electrostatic backpack sprayers
- 13 - 16.8 volt 8-hour batteries

NCDPI has asked school systems to prepare three plans for providing instruction to students. Plan A allows for all students to receive face-to-face instruction. Plan B requires a combination of face-to-face and remote instruction. Plan C has all students learning remotely. School personnel are embracing this work as a team of school

nurses, principals, assistant principals, maintenance and transportation staff, child nutrition staff, athletic directors, trainers, and teachers. Together, we will be ready with the best plan for students to continue learning in August.

Pursuant to Senate Bill 704 each Public School Unit (PSU) must submit a Remote Instruction Plan to enable a framework of quality remote instruction by July 20, 2020. Principals and our curriculum and instruction directors have begun drafting our plan. We are designing strategies that will address:

- Staff Training and Instructional Design
- Student and Parent Training of Teaching and Learning Practices
- Student Instructional Mastery (including attendance and grades)
- Connectivity and Technology Support

The intent of this plan is for our school system to be prepared with high quality instruction during the five required remote learning days built into the 2020-21 school calendar. The dates of the five remote learning days are as follows:

1. October 16, 2020
2. November 3, 2020
3. February 12, 2021
4. March 19, 2021
5. April 30, 2021

Strategic Plan - Goal Update - Dr. Michael Sasscer, Interim Superintendent, presented the school system's progress on the goals in the current Strategic Plan and answered questions from Board Members.

#### CONSIDER:

2020-2021 Breakfast and Lunch Meal Prices - Ms. Stephanie Patsel, Director of Child Nutrition, presented her recommendation to maintain breakfast and lunch prices at the same level for the 2020-2021 school year. A motion was made by Mrs. White to maintain breakfast and lunch prices as recommended for the 2020-2021 school year. A second to the motion was made by Mr. Clifton. The motion carried unanimously.

Federal Plans Update - Ms. Casey Bass, Director of Secondary Education and Career and Technical Education; Dr. Michael Sasscer, Interim Superintendent; Ms. Virginia Jones; Ms. Jamie Bowers, Director of Exceptional Children; and Dr. Jana Rawls,

Executive Director of Human Resources, presented the following Federal Plans for the Board's consideration.

- Career and Technical Education
- Title I Plan
- Title II Plan
- Title III Plan
- Title IV Plan
- Title VI

A motion was made by Mrs. Bunch to approve the Federal Plans as presented. A second to the motion was made by Mrs. Mason. The motion carried unanimously.

Interim Budget Resolution - Mrs. Emma Berry, Chief Finance Officer, presented the Interim Budget Resolution to the Board for consideration. A motion was made by Mr. Burroughs to approve the Interim Budget Resolution as presented. A second to the motion was made by Mrs. White. The motion carried unanimously.

2020-2021 Child Nutrition Procurement Plan - Ms. Stephanie Patsel, Director of Child Nutrition, presented the 2020-2021 Child Nutrition Procurement Plan to the Board for consideration. A motion was made by Mr. Clifton to approve the 2020-2021 Child Nutrition Procurement Plan as presented. A second to the motion was made by Mr. Browder. The motion carried unanimously.

Teacher Contract - Dr. Jana Rawls, Executive Director of Human Resources, presented a teaching contract for Amy Sasscer, wife of Interim Superintendent, Dr. Michael Sasscer, for the Board's consideration. Mrs. Sasscer has been selected for a teaching position at White Oak Elementary School. Dr. Rawls shared Board Policy *5030 Nepotism* with Board Members. A motion was made by Mr. Burroughs to approve the teaching contract for Amy Sasscer as presented. A second to the motion was made by Mrs. Bunch. The motion carried unanimously.

Quarterly Board Meeting Agenda - Dr. Michael Sasscer, Interim Superintendent, shared his plans with the Board to hold a quarterly Board Meeting on Thursday, July 23, 2020 to hear an update from Rick Ott of M. B. Kahn and to discuss the opening of schools. The Board was in support of the quarterly meeting. A formal motion was not made.

CONSENT AGENDA:

A motion was made by Mr. Burroughs to approve the following items on the consent agenda. A second to the motion was made by Mrs. White. The motion carried unanimously.

#### 1 - Minutes

- June 2, 2020 Board Minutes
- June 9, 2020 Board Minutes

#### 2 - Personnel Report

- July 7, 2020 Personnel Report
- Personnel Addendum

#### 3 - Financial Report

- School Board Report - July 2020

#### 4 - Beginning Teacher Induction Plan

A motion was made by Mr. Browder at 8:27 p.m. to enter into a closed session to discuss a personnel matter as permitted by North Carolina General Statute 143-318.11 (a) (6). A second to the motion was made by Mrs. White. The motion carried unanimously.

The Board returned to open session at 9:44 p.m. No action was taken.

#### BOARD MEMBER REMARKS/COMMENTS

There were no additional Board Member remarks or comments.

With there being no further discussion, a motion was made by Mr. Browder to adjourn the meeting. A second to the motion was made by Mr. Clifton. The motion carried unanimously. The meeting concluded at 9:45 p.m.

Respectfully submitted,

Gene Jordan, Chairman

Michael Sasscer, Ed.D., Secretary