

## **Emergency Board Meeting Minutes**

**DATE:** March 15, 2020

**PRESENT:** Chair Betsy Flanagan, Vice Chair Melinda Fagundus, Amy Cole, Tracy Everette-Lenz, Caroline W. Doherty, Benjie Forrest, Worth Forbes, Anna Barrett Smith, and Mary Blount Williams

**ALSO PRESENT:** Dr. Ethan Lenker, Jennifer L. Johnson, Debra Baggett, Matt Johnson, Dr. Ve-Lecia Council and Dr. Steve Lassiter, Karen Harrington, Virginia Gaynor, Joey Weathington and Media

**IN-HOUSE COUNSEL:** Emma J. Hodson

**TIME:** 2:00 P.M.

**PLACE:** Carolina Room, The Kathy Taft Center, 2010 Allen Road, Greenville, NC 27834

### 1. Start of Meeting

A. Chair Flanagan called the Emergency Board of Education meeting to order on Sunday, March 15, 2020, at 2:00 P.M. in the Carolina Room, located in the Kathy Taft Center, 2010 Allen Road, Greenville, NC 27834

B. Worth Forbes led the Board members in a prayer.

### 2. Discussion of Governor Cooper's order to close schools due the COVID-19 and the Undertaking by Pitt County Schools in response to the order

Dr. Ethan Lenker, PCS Superintendent, shared that due to the yesterday's decision, he wanted each department leader to share information on how their department is planning to deal with the school closing ordered by Governor Cooper.

He also shared that he would have a 3:00 pm superintendents' conference call with DPI, the governor's office, and Mark Johnson, NC State School Superintendent, and would have more answers of the following questions, at that time. The following information was shared with the Board members:

Dr. Lenker:

- What does 10 days off really look like?
- What does closed mean, are schools closed or not?
- Do employees come to work, if so how often?
- Who gets paid and how do they get paid?
- How does this affect hourly employees?

Minutes Recorder: Carol Rankin

Dr. Lenker shared that at 5:00 pm, there will be an online meeting via ZOOM with all the principals to discuss how to prepare for what happens next.

Jennifer, Johnson, Public Information Officer and Dr. Lenker;

- Meal distribution will be similar to summer feeding
- Meals will begin Monday, March 16 and continue through Monday, March 30
- Lunch only on Monday, March 16, so the staff can get organized
- Lunch will be a grab and go system, from 11 am – 1 pm
- Tuesday, March 17 through Monday, March 30, breakfast will be served from 8 am – 9 am at 34 PCS schools
- 34 of our 38 PCS schools will serve lunch to any Pitt County child from ages 1-18 and any student enrolled in Pitt County Schools at no cost to them
- The only sites not serving food are: Ridgewood Elementary, Hope Middle School, Innovation Early College High School and Pitt County Early College High School
- Students can go to any PCS site, except the 4 mentioned above, to pick up food
- Looking into the possibility of delivering breakfast and lunch to high need areas
- Additional information will be available on the PCS website
- Karen Harrington, Director of Student Services, will be working with backpack kids and other groups to help provide weekend food
- PCS has received several offers from outside groups to help provide weekend food for students
- The hot-line number has been re-established, 252-830-3500
- Information is available via the website, social media and the hot-line

Matt Johnson Assistant Superintendent of Operations and Dr. Lenker:

- During workdays, custodians will be sanitizing schools daily
- Flu outbreak procedure is being followed
- Once no one is allowed in schools, we will work with the Health department to determine what steps we need to take to sanitize each school
- Working with child nutrition to get food out to students
- Working with technology to get technology out to students
- The disinfectant being used is effective against H1N1, HIV and Influenza
- We have 1300 gallons, which is 6 month's supply, of disinfectant

Dr. Steve Lassiter, Assistant Superintendent of Educational Programs and Services and Dr. Lenker:

Minutes Recorder: Carol Rankin

- 80 Teachers and Instructional Coaches have created educational packets for all grade levels
- Packets will be available on-line as early as Monday, March 16
- Paper packets should be available for pick up at schools that will serve lunch by Wednesday, March 18, and can be picked up by families at that time
- Packets will cover a 2-week period and content will only cover core subjects
- Packets will consist of previously reviewed content, no new content will be covered
- Access to iReady and Study Island is still and will be available for students for additional resources
- Packets will be available for students with IEPs
- On-line classes being discussed

Dr. Lenker told the Board members that Debra Baggett, Chief Finance Officer, Dr. Ve-Lecia Council, Assistant Superintendent of HR, and Joey Weathington, Director of Transportation and their departments were all preparing for the upcoming weeks. Much discussion occurred between Dr. Lenker, the leadership team and the Board members.

Chair Flanagan asked and received consensus from the Board members to cancel the March 16, 2020 Board Work Session due to the current work load of Dr. Lenker and his staff. The Board members requested that Dr. Lenker send them a daily update.

### 3. Adjourn

Caroline Doherty made a motion to adjourn with a second from Anna Barrett Smith. The motion to adjourn passed unanimously. Time adjourned was 2:52 P.M.

Respectfully Submitted,

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Elizabeth M. Flanagan, Chair

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Dr. Ethan Lenker, Secretary