

## **Special Called Board Meeting Minutes**

**DATE:** March 18, 2020

**PRESENT:** Chair Betsy Flanagan, Vice Chair Melinda Fagundus, Amy Cole, Tracy Everette-Lenz, Caroline W. Doherty, Anna Barrett Smith

**PRESENT VIA CONFERENCE CALL:** Benjie Forrest (joined at 6 P.M. and left at 6:58 P.M.), Worth Forbes (joined at 6 P.M. and left at 6:43 P.M.), and Mary Blount Williams (joined at 6:30 P.M. and left at 6:58 P.M.)

**ALSO PRESENT:** Dr. Ethan Lenker, Jennifer L. Johnson, Debra Baggett, Dr. Ve-Lecia Council, Dr. Steve Lassiter, Karen Harrington, Tim DeCresie, Jeff Smith, Virginia Gaynor, Lisa Tate, Preston Bowers, Other Instructional Team members and Media

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

**TIME:** 6:00 P.M.

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

### 1. Start of Meeting

Chair Flanagan called the Special Called Board of Education meeting to order on Wednesday, March 18, 2020, at 6:00 P.M. in the Carolina Room, located in the Kathy Taft Center, 2010 Allen Road, Greenville, NC 27834.

### 2. Discussion of Staff Working Options

Dr. Ethan Lenker, PCS Superintendent, updated the Board members on the PCS instructional plan and what will be needed from PCS employees over the next 7 to 8 days and as PCS prepares for what comes after next week. Dr. Lenker asked Dr. Steve Lassiter, Assistant Superintendent of EPS, to share the instructional plans the curriculum team, principals and teachers have discussed over the last two days.

Dr. Steve Lassiter, Assistant Superintendent of Educational Programs, shared that the team met to discuss the pros and cons of having a virtual learning plan, create the plan while preparing packets for delivery. Dr. Lassiter and members of his curriculum team shared the following:

#### Virtual Learning Access

- All instructional support will occur virtually
- All technical support will occur virtually
- Devices will be available to any student who may need one at home

Minutes Recorder: Carol Rankin

- If a student does not have internet access at home, paper packets will be available to them
- Parents should contact the school, if their child needs a device
- Parents will be asked to sign an agreement when they receive a device
- Devices can be picked-up at the school or sent via the lunch bus

#### Teacher Expectations

- To communicate, teach the standards and support students during their school's typical instructional day
- Must make themselves available to conference with parents and students and keep a communication log
- To assign lessons
- Maintain a normal but flexible full day of teaching
- Monitor student learning progress in iReady and other digital resources used for instruction
- Provide feedback on all coursework and supplemental assignments
- Create paper packets for those that cannot work digitally
- Work from home or their classroom

#### Model to Deliver Instruction

- Utilize Canvas to post daily announcements and information about learning activities
- Utilize Google Classroom, Edmentum Courseware (PLATO), PlayPosit, or other digital resources that support deepening of students understanding of the standards
- Utilize iReady and Study Island

#### Additional Information

- Training Opportunity for Teachers include; Canvas, Google Meet, Playposit
- Technology Support for Staff include; Online CHAT, Remote Desktop Support, Help Desk, and a list of FAQ
- Technology Support for Students include a FAQ weblink

Much discussion occurred between the Board members, Dr. Lenker, Dr. Lassiter, and the Instructional Staff members.

Dr. Lassiter requested that the Board members approve the following:

- Friday, March 20, 2020, as a mandatory virtual workday for elementary school teachers and Monday, March 23, 2020, a mandatory virtual workday for middle and high school teachers and optional workday for elementary school teachers for the purpose of on-line training.

Ms. Emma Hodson stated that the Board members could give Dr. Lenker emergency power if it became necessary.

Caroline Doherty made a motion, with a second from Anna Barrett Smith, to impose a mandatory workday for elementary teachers on Friday, March 20, 2002, and for middle and high school teachers on Monday, March 23, 2020. With no discussion necessary, the vote passed unanimously with Mr. Forrest and Ms. Blount Williams affirming and the other Board members raising their right hand.

### 3. Adjourn

Anna Barrett Smith made a motion to adjourn with a second from Caroline Doherty. The motion to adjourn passed unanimously. Time adjourned was 6:58 P.M.

Respectfully Submitted,

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Elizabeth M. Flanagan, Chair

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Dr. Ethan Lenker, Secretary