

Longleaf School of the Arts
Board of Directors Meeting Minutes
322 Chapanoke Road Raleigh NC
August 28, 2023

5:36pm CALL TO ORDER Per G.S. 143-318.10

- **Roll Call:** Cheryl Hiser, Elizabeth Grovenstein, Sabrina Francis, Dorinda Peacock, Caitlin Cary, Lauren Massie, Sharon Muha
- **Absent with Notice:**
- **Mission Statement:** Longleaf School of the Arts will develop students into confident, responsible, and successful contributors in college, career, and community through mentorship and a challenging curriculum that integrates academics and the fine arts.
- **Agenda Approval**
 - Elizabeth Grovenstein moves to approve the agenda with the consent removed.
 - Cheryl Hiser seconds.
 - The motion is approved.

OLD BUSINESS

- Enrollment Update
 - Mrs Williams reported that 439 students E1'ed day one. We are holding steady now at 423 due to no shows..
 - Our budget was based on 430 students.
 - There will be a per student increase when there is a State budget. The preliminary guidance is that the per student allotment will be a little higher.
 - Mrs Williams reported that the teachers worked to make sure the Board has the attendance notes.
 - Administration is working to identify the 17 no shows to understand if they will be attending or to identify where they are attending school.
 - Current attendance
 - 119 Ninth graders - 8 are in the process of withdrawing
 - 120 Tenth graders - 9 are in the process of withdrawing
 - 99 Eleventh graders - 2 are in the process of withdrawing
 - 101 Twelfth graders - 1 is in the process of withdrawing
 - Nurse Herbst gave a COVID update and reviewed the COVID absence protocols.
- Recruitment/Lottery Acceptances for 2023-2024
 - 2 offers went out today
 - 2 students completed registration this weekend
 - Mrs. Winters is working to get the two students into classes.

NEW BUSINESS

- Recommendation on when to stop accepting new students
 - Traditionally, we've looked at the 20th day of school to stop accepting new students.
 - Sept. 14 is the 20th day
 - Elizabeth Grovenstein moves to stop accepting students Sept. 14

- Sabrina Francis seconds.
- The motion is approved.
- Annual Policy Review
 - The Policy committee reviewed the employee and the parent/student grievance policy updates.
 - These were recommendations made by our lawyer Lisa Stella Gordon.
 - The word advance was changed to prior in both policies.
 - Elizabeth Grovenstein moves to approve both policies.
 - Caitlin Cary seconds the motion.
 - The motion is approved.
 - Non-TitleIX Harassment and Bullying policy
 - This is a policy to be used when the incident is not identified as a Title IX offense.
 - Cheryl moves to approve
 - Lauren Massie seconds
 - The motion is approved.

HEAD OF SCHOOL REPORT

- Our new staff joined Aug. 7 for New staff Introduction
- Returning staff joined us on August 9.
- Mrs. Williams was happy to see so many smiling faces on the first day of school.
- Carpool is a challenge especially due to larger number of students. To handle the additional numbers, LSA changed the dismissal process. Carpoolers, drivers, and bus-riders leave at 3:30. Single student riders leave at 3:40. It takes about 30 minutes for all students to leave the campus.
- Multiple teachers who don't have after-school duties come outside to assist. This is greatly appreciated.
- Students are auditioning for Theatre. Parent/student Theatre meeting is tomorrow night.
- Student clubs started today.
- It has been a successful opening.
- Thank You to the staff and administration to get us here.

PUBLIC COMMENT

- Each speaker will be given 3 minutes to comment.
- Questions to be addressed by the Board must be submitted via email to board@longleafschool.com.
- Lynda Dalton: New staff member. When working in a previous school system, she was paid on a 10 month pay schedule, but LSA's pay schedule is on a 12 month pay schedule. She calculated her budget based on a 10 month pay schedule. She would like to be paid on a 10 month scale. She asked the Board to consider this.
- Mr. Boddie: Sent out an information survey regarding the 10 month pay scale.
 - 27 teachers responded

- 23 liked the 12 month pay schedule
- New staff members voted for the 10 month scale.
- Cheryl Hiser asked for the data. She would like the comments to be sent to her so she can gather the information for the Board to review.

COMMITTEE REPORTS

- Finance: Cheryl Hiser
 - There isn't too much to report since it is early in the school year.
 - There are some front loaded expenses that have come in.
 - On the expense side there are federal funds that will be worked out in the budget amendment.
 - There will be a budget amendment after we have our ADM and after we have the final number from the State Budget.

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- Sharon Muha reviewed the Zoom chat discussion.
- Mrs. Babb answered questions about how teachers are paid in the Zoom chat.

6:38pm CLOSED SESSION

Pursuant to GS 143-318.11(a)(5) Sharon Muha moves that the Board will proceed to closed session for the purpose of discussing a personnel matter. Cheryl Hiser seconds the motion. The motion is approved.

7:24pm OPEN SESSION

- Sharon Muha moves to resume Open Session.
- Elizabeth Grovenstein seconds the motion.
- The motion is approved.

Sharon Muha reported that there are no actions from the closed session.

7:25pm ADJOURNMENT

- Sharon Muha moves to adjourn the meeting.
- Elizabeth Grovenstein seconds the motion.
- The motion is approved.

Next Board Meeting Date: September 18, 2023, 5:30pm Longleaf School of the Arts