

Longleaf School of the Arts  
 Board of Directors Meeting Minutes  
 322 Chapanoke Road Raleigh NC  
 August 22, 2022

5:38pm CALL TO ORDER Per GS143-318.10

- **Roll Call:** Cheryl Hiser, Sharon Muha, Elizabeth Grovenstein, Sabrina Francis
  
- **Absent with Notice:** Adam White, Dorinda Peacock
  
- **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**  
 Closed Session was removed from the agenda. Sabrina Frances moves, Cheryl Hiser seconds. The motion is approved.

CONSENT AGENDA

A consent agenda is used to approve routine items by voting on all items at one time, instead of voting on individual motions. Prior to approving the consent agenda, the Board will review the consent agenda and any items requiring discussion will be removed from the consent agenda and placed on the standing agenda.

Consent Agenda Item	Description	Action
Meeting Minutes	Approve meeting minutes from 7/25/2022 LSA BoD meeting	
Meeting Minutes	Approve meeting minutes from 8/4/2022 LSA BoD Special meeting	
Meeting Minutes	Approve meeting minutes from 8/10/2022 LSA BoD Special meeting	
Meeting Minutes	Approve meeting minutes from 8/19/2022 LSA BoD Special meeting	

Sabrina Francis moves to approve the consent agenda. Elizabeth Grovenstein seconds the motion. The motion is approved.

OLD BUSINESS

- Enrollment Update
  - 403 students have E1'd
  - 11 students were absent
  - 29 students are still no-shows. Student Services is contacting families to determine if they have made other school plans.

NEW BUSINESS

- LSA administration's recommendation on when to stop accepting new students
  - Traditionally, we've looked at the 20th day of school to stop accepting new students.
  - Sept. 15 is the 20th day.
  - Elizabeth Grovenstein moves to stop accepting students on September 15, 2022. Sharon Muha seconds the motion. The motion is approved.
- Annual Policy Review
  - Volunteer Policy needs to be created.
  - Discipline Policy - Preparation to update the Charter next summer
    - LSA should align the Charter and our discipline policy with current language.
    - We must wait to update the Charter until after the new signed Charter Agreement is in place.
  - Board Agenda Policy - There is an outline of monthly agenda items that the Board Chair follows. The Board discussed if this should be a policy. The consensus was that this should remain a procedure to allow for flexibility.
- Election of 2022-2023 officers
  - Sharon Muha moves that Elizabeth Grovenstein continues as board chair, Sabrina Francis continues as secretary, and Cheryl Hiser continues as treasurer for the 2022/2023 school year. Elizabeth Grovenstein seconds. The motion is approved.

#### HEAD OF SCHOOL REPORT

- School year is off to a success. This is the first time since 2019 that New Student Boot Camp was held in person.
- The Carpool line came up this year as it does each year. There are complaints because some parents come early and park their cars on Chapanoke Road to avoid the carpool line. Per the State, you are allowed to park on both sides of Chapanoke Road. It is hard to keep parents in the carpool line. Once more families participate in carpooling the traffic eases up. The traffic eases at 3:45pm after school is dismissed at 3:30pm.
  - Sharon Muha noted that carpool eases up when afterschool activities start.
- Club information started this week. The Social Institute will be a club that is available this year. This institute provides students with modern social technology skills.
- The Senior Walk of Fame was held on the first day. Parents were invited.
- Student Services is working through schedule change requests. Mrs. Williams thanked the student services department for all the effort to ensure students have the schedule they want and need.
- Parents are doing a great job turning in fees.
- We are very happy to have our dedicated staff here. Mrs. Williams is grateful that the wonderful staff continues to choose LSA.

#### PUBLIC COMMENT

- No comments at this time.

#### COMMITTEE REPORTS

- Finance: Cheryl Hiser
  - Budget report is in the folder.
  - The Financial audit was held last week. The audit team was on site. The auditor stayed about 3 hours and was very pleased. The auditor is new for us and was not familiar with the program that is set up through Charter Success.
  - The finance committee is working on the budget amendment. This will come in October after we receive our final 20 day ADM. The State budget is approved and there should not be a delay after we have our 20 day ADM numbers.

#### PUBLIC COMMENT

- Mrs. Williams passed along staff appreciation for the bonus they will receive in their August paychecks.

#### 6:13pm ADJOURNMENT

Cheryl Hiser moves to adjourn the meeting. Sabrina Francis seconds the motion. The motion is approved.

Next Board Meeting Date: September 19, 2022, 5:30pm Longleaf School of the Arts

NOTE: Times are approximate. Meeting will be conducted in person and via ZOOM. Members of the public may attend via ZOOM. ZOOM link to be provided by the Longleaf School staff.