

Longleaf School of the Arts  
 Board of Directors Meeting Minutes  
 322 Chapanoke Road Raleigh NC  
 December 16, 2019

5:31pm CALL TO ORDER Per GS143-318.10

- **Roll Call:** Sabrina Francis, Elizabeth Grovenstein, Cheryl Hiser, Dorinda Peacock, Larry Williams
- **Absent with Notice:** Stephanie Hawke, Rheji Burrell, Chuck Hensey, Diane Petteway
  
- **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**  
 Cheryl Hiser moves to approve the agenda. Dorinda Peacock seconds. The motion was 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 for the November 25th meeting | .      |
|                     |   |        |

Larry Williams moves to approve the Consent Agenda. Elizabeth Grovenstein seconds. The motion was approved.

**OLD BUSINESS**

- **Enrollment Updates**
  - Administration reported that 342 students are currently enrolled. There is currently one student who is likely to leave at the end of the first semester.
  - Wake county asked LSA to provide the Wake County 2020 student count for their budgetary purposes.
  - There is a School Mint webinar, enrollment and lottery software, this coming week to set up 2021 school year application process,
- **Recruitment Updates**
  - Marketing initiatives
    - Radio stations will charge \$3,000 for 3 months of advertising.

- Niche.com has a variety of options for data mining. Packages are 3k - 10K. Niche is flexible with their packaging.
  - For the January Board meeting, Administration will bring an update on how the Marketing budget line item was spent.

## NEW BUSINESS

- Board of Directors Goal planning
  - Reviewed Board's 2016 Strategic Goals and discussed the need to identify new strategic goals as the school is in a much different position now.
  - Larry Williams will bring a proposal to the January meeting for setting 2020 strategic goals.

## HEAD OF SCHOOL REPORT

- The final Holiday performance is Tuesday.
- Monday was a teacher workday
  - Included professional development related to LSA's teaching methodology.
  - The second half of the day focused on mid-term planning.
- Scott Putman, Virginia Commonwealth University Dance Professor, is coming to LSA. He will work with the Somatics class. A former student's senior college thesis was done using Scott Pupman's research. The student used LSA as the control group.
- A parent information session was held last week.

## PUBLIC COMMENT

- **Angela Stahl:** Stated that she likes the idea of showing where LSA has been and where we are going. Would like to make sure that parents are invited to the strategic planning session. There is a lot of parent talent out there. She would like the event to be a community building event like the original brainstorming session in May of 2015.
- **Michele Armistead:** It would be wonderful if notifications of schedule change could be shared earlier. If she had known earlier she could have scheduled a college visit.

## COMMITTEE REPORTS

- Finance: Cheryl Hiser/Denise Brown
  - Budget is on target. There is still no state budget.
  - Annual Fund update.
    - As of today, we have raised \$22,000. Money is still coming in from employer matches.
  - Mrs. Williams reported that we need to plan for how many and how to coordinate fundraisers. Many departments have their own fundraisers.
- Facilities: Larry Williams
  - All Black Box upgrades are installed and functional.

- We are working with the property owner to follow up on a few miscellaneous items; such as, mirrors, doors, finishing the dressing rooms.
- Chandelier installation status:
  - No target date is established.
  - We are having a difficult time contacting the artist who created the Chandelier.
    - LSA discovered the artist suffered a back injury over the summer.
    - LSA is investigating outsourcing the chandelier installation.
- Maintenance and punch list status:
  - Maintenance and punch list have been communicated to the property owners without any commitment dates.
  - A meeting will be scheduled with the property owners to review the lease and architecture program.
- Sabrina Francis announced that Millbrook High School's theatre teacher is interested in coming to LSA to see what technical equipment we've installed in our theatre.

#### PUBLIC COMMENT

**Angela Stahl:** suggested that we should add extra signage to ensure that visitors know which door the official entrance is.

7:10pm      CLOSED SESSION

Larry Williams moves, pursuant to GS 143-318.11(a)(6) the Board will move into closed session for the purpose of reviewing personnel matters. Cheryl Hiser seconds the motion. The motion was approved.

7:50pm      OPEN SESSION

Larry Williams moves to resume the open session. Dorinda Peacock seconds the motion. The motion was approved.

There is nothing to report out of the closed session.

The Board discussed the need for a special meeting on January 6 to discuss accepting 11th graders in the lottery. The meeting will be noticed.

7:59PM      ADJOURNMENT

Larry Williams moves to adjourn. Cheryl Hiser seconds the motion. The motion was approved.

Next Board Meeting Date: January 27th 2020, 5:30pm Longleaf School of the Arts