

Longleaf School of the Arts
Board of Directors Meeting Minutes
322 Chapanoke Road Raleigh NC
October 24, 2022

5:40pm CALL TO ORDER Per G.S. 143-318.10

- **Roll Call:** Cheryl Hiser, Sharon Muha, Elizabeth Grovenstein, Sabrina Francis, Adam White, Dorinda Peacock
- **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**
Sabrina Francis moves to approve the agenda. 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 Meeting Minutes	Approve meeting minutes from 9/19/2022 LSA BoD meeting Approve meeting minutes from 9/26/2022 LSA BoD Special meeting	

Sharon Muha moves to approve the consent agenda. Dorrinda Peacock seconds the motion. The motion is approved.

OLD BUSINESS

- Brooklyn Winters provided the enrollment and recruitment updates.
- **Enrollment Update:** 7 students left the school in September. There are 406 students enrolled at this time. Mrs. Babb has 2 possible withdrawals in the queue. One withdrawal is definite and one withdrawal is possible. One is a Senior and the other is a Junior.
- **Recruitment Update:** Nov. 30, Jan 19, and Feb. 28 are the virtual Interest meetings. We are planning an in-person Open House for Feb 9th. We are also planning a founders day event. It will be held in conjunction with a new family event. We have been invited to 3 high school fairs so far. We are planning a social media campaign

NEW BUSINESS

No items

HEAD OF SCHOOL REPORT

- Fall Break has occurred since the last time we met.
- The end of the first quarter was Thursday, Oct. 20.
- Report cards will be sent this Wednesday, Oct. 26.
- The PSAT will be given on Tuesday, Oct. 27. This allows students to qualify for the national merit scholarship.
 - Longleaf School of the Arts (LSA) pays for all 11th graders to take the PSAT
- There will be a trip to NYC this year over Spring Break. This will be an arts related trip.
- COVID testing started this year. We are doing site based testing and we have an opportunity for a grant.
- A Halloween celebration will be held Monday, Oct. 31. Foodtrucks will be here along with a very special announcement. Mrs. Grovenstein asked if there will be an email for those who will not be able to attend the celebration. Mrs. Williams states that there will be an email announcement as well.

PUBLIC COMMENT

- Mrs. Grovenstein announced that Mr. Boddie has taken the position as faculty liaison to the Board.
- Mr. Boddie brought two items to the Board's attention.
 - Budgeting: a staff member wanted to understand how purchasing worked. Mrs. Williams will review budgeting with the staff.
 - Security: One of the members of the arts department brought up that the theater and dance area doors lock, but they can be held open with a credit card. Mrs. Williams has the administration looking at closing this security loop.
- Nurse Herbst and Jack Brinson are working on security through the security vendor. They reviewed doors that need to be secured differently. We are also looking into panic buttons (emergency fobs) to contact emergency services when needed. The Fob would go straight to the security vendor and they would contact 911. The security vendor looked at the door around the dance and theater area. The fix for the door will be very easy to change. We also want additional cameras to cover blind spots. The recording system will be upgraded. DHHS has notified us of a grant program that will pay for mental health items. We are trying to get the security upgrades to come under the mental health items.
- COVID update: The numbers have leveled off. We've only had 17 cases of covid since the beginning of the year.

COMMITTEE REPORTS

- Finance: Cheryl Hiser

- Budget Amendment
 - Chery Hiser presented the finance report and budget amendment.
 - She emphasized that LSA must grow the population to cover the \$140K rent increase next year.
 - At the current level of funding from the state we will need to increase 23 students from our current 404 ADM.
 - We need to concentrate on retention.
 - Sharon Muha reported that when she was a parent at another charter school, she created an article about how charter school funding works and why it is important to show up on the first day of school. She will share this document with Ms. Williams and Ms. Winters for future use.
 - Mrs. Williams emphasized that the rent increase will not cause any form of closure. Mrs. Hiser pointed out that we have a fund balance to cover the rent increase, but we still need to reach our student goal and not rely on the fund balance.
 - Cheryl Hiser moves to approve the increased revenues by \$132,042.86 and increase expenses by \$132,042.86 for a total budget of \$4,253,266.86. Elizabeth Grovenstein seconds the motion. The motion is approved.
 - There will be at least one more budget amendment coming later this year.

PUBLIC COMMENT

- No comments at this time.

6:27pm CLOSED SESSION

Elizabeth Grovenstein moves Pursuant to GS 143-318.11(a)(3) the Board will move into closed session for the purpose of discussing legal matters. Sharon Muha seconds the motion. The motion is approved.

7:22 OPEN SESSION:

Elizabeth Grovenstein moves to resume open second. Sharon Muha seconds the motion. The motion is approved.

There is nothing to report out of the closed session.

7:23: ADJOURNMENT

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

Next Board Meeting Date: November 28, 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.