

Longleaf School of the Arts
Board of Directors Meeting Minutes
322 Chapanoke Road Raleigh NC
December 13, 2021

5:31pm Elizabeth Grovenstein calls the meeting to order Per GS143-318.10

- **Roll Call:** Cheryl Hiser, Chuck Hensey, Elizabeth Grovenstein, Sabrina Francis

- **Absent with Notice:** Larry Williams, 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**
Cheryl Hiser moves to approve the agenda. Elizabeth Grovenstein seconds the motion. 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 11/29/2021 LSA BoD meeting	

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

NEW BUSINESS

- **Financial Audit Report of FY 2020-2021**
 - A representative from Pettway, Mills & Pearson, PA presented the audit summary.
 - Longleaf is in a good financial position. The School's assets exceeded its liabilities.
 - The ending fund balance was \$1,656,653. An increase of \$428,307 from last year.
 - There were no findings in this audit.
 - The audit was submitted to the Department of Public Instruction (DPI) by the deadline.

- Mask/Face Coverings
 - Chuck Hensey moves to continue face coverings through the end of January as we continue to review the data.
 - Cheryl Hiser seconds the motion. The motion is approved.
- Adoption of updated admissions policy language
 - The primary purpose of updating this policy was to include 11th graders. In doing so, other minor changes were included.
 - The changes to the policy included
 - Added 11th graders to the policy
 - Removed the references to a specific number of applications being received to require a lottery. This number will change from year to year.
 - Removed graduation dates from the enrollment priority section
 - Added a statement that the Board will approve the number of lottery seats each year.
 - Cheryl Hiser moves to approve the revised admission policy with the four changes discussed in the meeting. Elizabeth Grovenstein seconds. The motion is approved.

OLD BUSINESS

- Enrollment Update
 - Mrs. Babb presented the update
 - At the end of November, 3 additional students withdrew.
 - At the beginning of Dec. 368 students were enrolled. There are two students in the process of withdrawing. One is a senior and one is a freshman. (The freshman is going to be homeschooled and the senior is pursuing a GED)
 - Mrs. Babb noted that after January report cards are issued we traditionally have our largest number of withdrawals.
- Recruitment Update
 - Mrs. Winters provided the recruitment update.
 - The third family interest meeting was held at the beginning of Dec.
 - There will be three family interest meetings in January and February.
 - Administration has postponed the decision about holding Shadow Days until after the Holiday.
 - There is a plan in place to hold virtual tours. Mrs. Winters is formalizing the virtual tour agenda.
 - Mrs. Hiser asked if there are plans for an in-person tour. Currently, they are planned as virtual and this will be revisited after the New Year.
 - Mr. Hensey asked if there are plans to partner with Community Music School for recruitment. Mrs. Winters said that that is a good idea and the recruitment committee will look into it.

HEAD OF SCHOOL REPORT

- Mrs. Williams is not in attendance and Mrs. Winters presented the Head of School report.
- The Coffee with Counselors' topic was resilience. This was very successful.
- The annual fund was initiated. Communication went out to parents after Thanksgiving.
- Mrs. Winters does not have an update on the number pledges. There will be an update in January.
- The PTSA is planning an event for the staff on Tuesday.
- Third Thursday will be held this week. The students are enjoying this.
- Community Team leaders meetings are scheduled for this week.
- The Chorus performance was held the first week of December.
- The Dance performances will be held this week. Both performances are sold out. They are looking at adding a third.

PUBLIC COMMENT

- Mr. Houck: Would like to request to use the faculty board liaison to bring the Faculty's opinion to the Board. Mr. Mercado is the faculty representative.
- Comment in Chat from Myra's I-Pad. The comment states that they are grateful that masks will continue to be worn.

COMMITTEE REPORTS

- Finance: Cheryl Hiser
 - There is no budget amendment. There is still guidance coming about how certain budget items will apply to Charter Schools.
 - Cheryl Hiser asked Mrs. Babb if we provided projections for ADM in the past two years. Mrs. Babb stated that each year they have to accept the ADM target number DPI provides. Through the year, she provides DPI the actual monthly ADM numbers. She doesn't recall providing DPI with projected ADM numbers.
 - The State will pay school one of the three.
 - The 2020/2021 adm
 - Last year's actual adm
 - The projected ADM from the past two years.
 - Elizabeth Grovenstein stated that DPI will provide us information about which ADM DPI will provide to the State.
 - The plan is that after we get all the data to create a budget amendment it will bring the Board. We are hoping to have a budget amendment in January.

PUBLIC COMMENT

- No comments

6:18pm ADJOURNMENT

Chuck Hensey moves to adjourn the meeting. Cheryl Hiser seconds the motion. The motion is approved.

- Next Board Meeting Date: January 24, 2022, 5:30pm Longleaf School of the Arts
- NOTE: Times are approximate. Board members will attend in person. Members of the public may attend via ZOOM. ZOOM link to be provided by the Longleaf School staff.