

Longleaf School of the Arts  
Board of Directors Meeting Minutes  
322 Chapanoke Road Raleigh NC  
May 23, 2022

5:32pm CALL TO ORDER Per G.S.143-318.10

- **Roll Call:** Cheryl Hiser, Chuck Hensey, Elizabeth Grovenstein, Sabrina Francis, Dorinda Peacock, Adam White, 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**
  - Mrs. Williams announces that she would like to discuss forced failures.
  - Sabrina Francis moves to add an agenda item for force failures under new business. Sharon Mula seconds. The motion is approved.
  - DP moves to approve the agenda as amended. CHi 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 04/25/2022 LSA BoD meeting	Approved
Meeting Minutes	Approve meeting minutes from 05/09/2022 Special meeting	Approved

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

**OLD BUSINESS**

- The Enrollment Update is presented by Mrs. Babb
  - One withdrawal in March and one in april
    - 11 grader to homeschool
    - 10 grader is not returning to school.
  - Current enrollment is 357
- Recruitment/Lottery Acceptances for 2022-23 is presented by Mrs. Winters.
  - Currently, LSA has lottery acceptances from:

- 132 ninth graders
  - 25 tenth graders
  - 13 eleventh graders
- There is a Waitlist of
  - 1 ninth grader
  - 1 tenth grader
  - 2 eleventh graders
- An excellent new family information day was held on May 14. It was very well attended. Mrs. Grovenstein and Mrs. Francis presented an LSA organization overview to the parents. The parents were very appreciative.
- Mrs. Winters thanked Mr. FinCannon for the work he did on video welcomes from the teachers.
- The Recruitment and retention committee has a plan to promote retention events. There are two summer retention events. Thank you to the teachers who will attend.

#### HEAD OF SCHOOL REPORT

- The end of the school year is very busy.
- Two students were part of Triangle Rising Stars. There were a total of 20 finalists, Emily Hartsoe and Clark Phoenix. Emily won the Rising Star award. The finalists voted on this award.
- The Instrumental Music department concluded their year with a performance.
- Mrs. Stephenson, guidance counselor, coordinated AP exams. These were successfully completed last week.
- Artspllosure concluded on Sunday. Mars Colton, 10th grader, won 2nd place for the High School category.
- Little Shop of Horrors ran in May.
- Asian American Heritage day was celebrated on Thursday.
- Mrs Williams thanked the entire school community for all the effort put forth to create a successful 2021/2022 school year.
- Charter Renewal:
  - May 12 was the Office of Charter School's (OCS) virtual renewal visit.
  - All documents had to be submitted as of May 12.
  - Mrs. Grovenstein, Mrs. Francis, and Mrs. Hiser were present during OCS' panel meeting with LSA's Administration and Board.
  - Parents participated in one of the panel meetings.
  - Four teachers participated in another panel meeting.
  - Mrs. Winters, Mrs. Babb, and Mrs. Brinson were also available for the meetings.
  - OCS shared the Grows and Glows feedback after the virtual visit.

- Overall there was a lot of great feedback. OCS could not tell us the number of years our Charter will be renewed for, but Mrs. Williams feels that they are leaning to a 10 year renewal. We should know by the end of summer if we fall into the 10 year group. If it is less than 10 years, Mrs. Williams will need to present to the Charter School Advisory Board. The State Board of Education will vote on Charter renewals in feb/march 2023.
- **Action:** Mrs. Muha missed all of the performances. She would love to have been able to come. She would like to have a way for people to view the performances virtually.
  - Mrs Williams stated that they are looking into streaming performances and need to make sure LSA has the proper rights to broadcast.

## NEW BUSINESS

- LSA mask/face coverings
  - Mrs. Williams provided a COVID update.
  - Mrs. Williams notified parents that LSA had its first cluster. The cluster started with 13 students and then rose to 30 students.
  - The prom is where the cluster started. Mrs. Herbst stated that about 19 students contracted COVID at that time. Everyday there are two new cases per day. For May, there have been 36 cases. In January, there were 42 cases. We are on track to have the same case levels as we had in January.
  - Nurse Herbst stated that she is seeing more students wearing masks.
  - Cheryl Hiser asked if students are required to wear a mask when they return. Nurse Herbst commented that students must mask for 10 days after testing positive.
  - Nurse Herbst stated that she would love to have a mask mandate.
  - Sharon Muha asked for teacher and administration input. Mrs. Williams commented on other measures being taken at the school. There is a custodian present all day cleaning high touch areas. Teachers are asked to have students to wipe down desks. Mrs. Williams is concerned about getting control of the numbers.
  - Sabrina Francis asked if we needed to do something different for Graduation.
  - Mr. Houck estimates that 70 - 80% of students are wearing masks and making it mandatory will only affect a small percentage of students. Feels that a sudden change just before exams will weigh heavy on students' minds.
  - Mr. Mercado agrees with the percentages of students wearing masks. He shared that masking could be of benefit, but feels that this could pose issues for the small percentage of students who are not wearing masks. He feels that sticking to the numbers is the way to go.
  - Looking at the numbers and how LSA used the data previously, Mrs. Williams stated that the school would have gone to remote learning with this many cases.

- Elizabeth Grovenstein moves to continue the mask optional policy but strongly encourages masking through the end of the school year. Dorinda Peacock seconds the motion. The motion is approved.
- Proposed Discipline Policy:
  - OCS requested a discipline policy in the performance framework documentation. It is required that schools in their renewal year provide a discipline policy.
  - Sabrina Francis reviewed the policy and noted that there are discrepancies between the policy and the Charter.
  - Mrs. Williams would recommend updating the Charter.
  - Mrs. Williams will ask OCS if she can upload the policy in June. If not, we will need a special meeting to approve the policy.
  - The policy is referred to the Board's Policy Committee.
- Forced Failure policy for 2021/2022
  - Mrs. Williams explained what Forced Failures (FF) are.
    - If a student has more than 16 unexcused absences they receive a FF. The family can appeal this and the Board considers additional information provided during the appeal. The Board may vote to approve the appeal.
  - The reason for discussing FF's at this time is that there have been a number of students who missed school due to quarantining and other medical issues. Mrs. Williams is concerned with the number of students who have been out and participating remotely during sickness or quarantining. Some students were quarantining and ended up not having COVID. Mrs. Williams is requesting that the Board waive the policy for this school year. Administration would like to forego FF's for those students who are passing, due to the accuracy of the attendance data.
  - Mrs. Hiser asked if they were quarenteening, were they attending virtually? To the best of the administrators' knowledge, but there were some situations where they were not able to get into the virtual class.
  - Elizabeth Grovenstein moves to waive the Force Failure policy for the 2021-2022 school year. Sharon Mula seconds the motion. The motion is approved.

## PUBLIC COMMENT

- Wendell Jenkins: Hot Lunch Box is unreliable, the lunches are cold and they don't arrive on time. When his child attended Shadow Day, he noticed that for shadow day there were microwaves to heat up lunches. Hot Lunch Box is also very expensive. It isn't really worth it. Is there any way to get the microwaves back?
  - Mrs. Williams stated that the Microwaves were removed during COVID. Hopefully, in the Fall we will be able to begin using the microwaves again. In regards to My Hot Lunchbox being late, Mrs. Williams knows that it has happened. There were about 5 notifications throughout the school year when lunch was late. Mrs. Williams asked for Mr. Jenkins to share the

information with her about the dissatisfaction and she will bring this up to the vendor's attention.

- Mr. Jenkins asked if the administration could look into the small meal portions.
- Mrs. Williams asked that he contact her with more details.

## COMMITTEE REPORTS

- Finance: Cheryl Hiser
  - The Finance Committee added 85K in revenue and expenses to mirror the presentation that Mrs. Williams gave.
  - Cheryl Hiser moved to approve the FY 2023 proposed budget with revenue totalling expenses of \$4,121,224.00. Elizabeth Grovenstein seconds the motion. The motion is approved
  - The April budget report is in the open folder. This budget report reflects updates from last month's budget amendment.
- Policy: Sabrina Francis
  - Proposed Naloxone Policy:
    - The Policy committee met and reviewed the policy. The Policy is sound, but the committee would like to have the process portion removed and added to a process document instead of the Board policy.
    - Adam White would also like to see a non-punishment portion included.
    - The Policy is sent to Nurse Herbst to update and bring back to the June meeting.
  - Sabrina Francis discussed the need for a Volunteer policy.

## PUBLIC COMMENT

Mr. Mercado stated in chat that he was very supportive of the Naloxone policy and very supportive of getting students help and not punishing.

## 7:21PM: ADJOURNMENT

Sharon Mula moves to adjourn. Cheryl Hiser seconds the motion. The motion is approved.

Next Board Meeting Date: June 27, 2022, 5:30pm Lingleaf School of the Arts