

Longleaf School of the Arts
Board of Directors Meeting Minutes
322 Chapanoke Road Raleigh NC
November 28, 2022

5:30pm CALL TO ORDER Per G.S. 143-318.10

- **Roll Call:** Cheryl Hiser, Sharon Muha, Elizabeth Grovenstein, Adam White, Dorinda Peacock
- **Absent with Notice:** Sabrina Francis
- **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**
Dorinda Peacock moves to approve the agenda. Sharon Muha seconds the motion. The agenda 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 10/24/2022 LSA BoD meeting	

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

OLD BUSINESS

- Enrollment Update
 - Longleaf School of the Arts (LSA) currently has an enrollment of 399 students.
 - Of the 406 enrolled students from last month, two had not E1'd and we cannot drop them until we receive enrollment confirmation from new schools
 - No withdrawals in the month of October but, there were 5 withdrawals in November.
- Recruitment Update
 - Family Interest Meeting is on Wednesday, 11/30.
 - Celebration is planned for the Spring, as a retention event. The date is to be determined next month.
Sharon Muha mentioned that she is working with Ms. Williams on a communication that can be used for explaining the importance of attendance at the beginning of the school year with how charter schools are funded.

NEW BUSINESS

- Fiscal Year 2021-22 Audit Report
 - The Auditing Firm PETWAY MILLS & PEARSON, PA Issued an unmodified, clean, audit opinion.
 - Financial statements are fairly presented - all in good shape. The statements and cash flow are good.
 - Phyllis Pearson presented the actual financial numbers.
 - The Fund Balance is \$1.8 million. \$250k is FDIC insured. Therefore, \$1.6 million is not covered.
 - No findings that needed to be reported to DPI. This is an uneventful audit.

HEAD OF SCHOOL REPORT

- Longleaf was named Raleigh's Best Charter School and Raleigh's Best High School. This was publicized in the News and Observer
- We kicked off our Annual Fund fundraiser. The goal is \$25,000. We raised \$300 today. Tomorrow is Giving Tuesday.
- Thanks to the PTSA for supporting staff with snacks and drinks in the lounge
- Tia Wasson, Des Gates, and Katie Chan and the sponsor, Mr. Peeler participated in WRAL's Brain Game program.
- Thanks to the Student Ambassadors who participated in three recruitment fairs.
- The Key Club did a hygiene drive to support a local teen shelter
- Thanks to our student mentors for continuing to meet with their mentees.
- The Student Government Association (SGA) provided fall treats.
- The 10th graders took the PSAT while the rest of the school participated in a Community Service Day

PUBLIC COMMENT

- Sharon Muha: All of the Longleaf Wish Lists are available via Amazon. Ms Williams thanked Autumn Best for setting this up.
- Mr Boddie: Thanks for restocking the lounge and for all of the small gestures of appreciation. Questions from Staff:
 - Is the Board planning any further retention bonuses like we received earlier this year? Are there any plans for COLA adjustments or raises this year? We explained that the bonuses paid at the beginning of the school year were due to the surplus/under budget situation discussed in the audit earlier. Last year's mid-year bonus was a one-time bonus paid by the state.
 - Is the Board planning any funding for Diversity and Equity initiatives?
- Sharon Muha: For recruitment, she suggests getting into middle schools that are charter schools since they already understand the system. Go to Middle School PTA meetings and share information about our school. The Creative Writing

endorsement and the fact that we are a College Prep school are great selling points. Mrs Babb will take that suggestion to the Recruitment and Retention committee.

COMMITTEE REPORTS

- Finance: Cheryl Hiser
 - October Budget Report - overall, everything is in good shape. We are currently running a deficit because local revenue receipts have not been received in a timely manner.
 - Also, there is a budget deficit in Technology - We need to go back to Charter Success to see if that expenditure can be reclassified or if we need to do a budget amendment.
 - Budget Amendment - We need to dip into our fund balance to cover some building improvements for safety and security, cameras and exterior door access bars, and electrical work for effective remote learning.
 - Cheryl Hiser moves to approve the budget amendment by increasing the fund balance appropriation to \$106,887, an increase of \$30,887, bringing total revenues and expenditures to \$4,284,153.86. Sharon Muha seconds the motion. The motion is approved.

PUBLIC COMMENT - None

6:30pm CLOSED SESSION

Pursuant to GS 143-318.11(a)(3, 5, 6) the Board will move into closed session for the purpose of reviewing contracts and discussing legal matters.

6:28pm Elizabeth Grovensten moves that pursuant to GS 143-318.11(a)(3, 5, 6) the Board go into closed session for the purpose of reviewing contracts and discussing legal matters. Cheryl Hiser seconds the motion. The motion is approved.

7:17pm Elizabeth Grovenstein moves to resume the open session. Cheryl Hiser seconds the motion. The motion is approved.

Elizabeth Grovenstein moves to approve the contracts as recommended by the Administration for Adriana Arvelo, part time Spanish teacher, Elise Janson, Dance, and Roja Rani Gonuguntla, Math. Sharon Muha seconds the motion. The motion is approved.

7:19 PM ADJOURNMENT

Elizabeth Grovenstein moves to adjourn. Adam White seconds the motion. The motion is approved.

Next Board Meeting Date: December 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.