

Longleaf School of the Arts
Board of Directors Meeting Minutes
Zoom Virtual Meeting
June 29th, 2020

5:36pm CALL TO ORDER Per GS143-318.10 Larry Williams called the meeting to order.

- **Roll Call:** Sabrina Francis, Cheryl Hiser, Dorinda Peacock, Larry Williams, Chuck Hensey, Elizabeth Grovenstein were present
- **Absent with Notice:** Stephanie Hawke, Rheji Burrell, 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**
 - **Larry Williams moves to approve the agenda. Sabrina Francis 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 for the April 27 meeting	.
Meeting Minutes	Approve meeting minutes for the May 18th meeting	
Meeting Minutes	Approve meeting minutes for the June 1st special meeting	

Cheryl Hiser points out that the June 1 meeting minutes do not look complete. Sabrina Francis reviews and agrees that she may have uploaded an incorrect version.

Elizabeth Grovenstein moves to remove the June 1 meeting minutes from the Consent Agenda. Larry Williams seconds the motion. The motion is approved.

Elizabeth Grovenstein moves to approve the April 27 and May 18 meeting minutes. Sabrina Francis seconds the motion. The motion is approved.

OLD BUSINESS

- Enrollment Updates
 - All seats are full. There is still a wait list of 25 students.
 - One student withdrew. Mrs. Babb is processing the paperwork for 4 additional withdrawals.

NEW BUSINESS

- Community Spread Mitigation Plan
 - Mrs. Williams presented the proposed plan that school would reopen with.
 - The State will communicate additional information on July 1.
 - Mrs. Williams solicited information from parents.
 - Forty-four percent of parents, who completed the survey, preferred the blended learning plan. The blended learning plan would have students coming to the school for some classes and taking some classes online.
 - For on premises classes Health Checks would be required as would enhanced cleaning services.
 - Health Check: Students temperature will need to be taken.
 - Mrs. Williams is looking at a company, Stratem, that provides a health check application. This would be used as a precheck and would reduce the time it would take to get students into the building on a daily basis.
 - Students are required to answer questions.
 - The application categorizes students into three groups.
 - Adheres to Hipaa and Ferpa requirements.
 - The quote for the basic plan is \$3084 per year. This includes an education discount.
 - Students would use this application voluntarily. The screening process for those not using the application would require a more lengthy in person screening at the front of the school.
 - Board members were concerned about the use of data.
 - Elizabeth Grovenstein stated that Department of Health and Human Services (DHHS) has a form to use.
 - Mrs Williams stated that she would like for us to use the application for pre-screening in addition to the required screening. This would help to protect families' car pooling.
 - The company needs two days to get the application functioning.
 - Larry Williams asked what is required from the state.
 - Mr. Jude sent a list of startup items that will be required by the state. The start up cost is \$17,000.
 - Mr. Jude said that the state is sending PPE for the nurse and the back up resource. This is an emergency start up kit.

- One goal is to have enough supplies to get students through screening quickly.
- LSA's cleaning company, ServiceMaster, provided three tiers of service. The first two tiers would require some faculty support.
- Elizabeth Grovenstein asked what the teachers' responses are to the parents' responses of a blended plan. Mrs. Williams answered that some teachers have expressed concerns about having in person instruction in the Fall. Seventeen percent of faculty said the blended learning plan would not be doable.
- ePass is a hall pass that administration would be able to control how many students are out of the classroom at one time. This is created by Edgyspire solutions.
- There was a discussion about what kind of cameras would be required for the classrooms. This would enable online learning and in classroom learning simultaneously.
- Mr. Jude gave an update on today's DPI guidance call regarding COVID. If a student is sent home for symptoms, the student must stay home for 10 school days unless they present a negative COVID test.
- There is about \$14,000 in one time cost and \$3000 in an ongoing monthly cost. The software cost is one time. ServiceMaster costs increase will also need to be included. Cheryl Hiser calculated a rough increase of \$100,000 to LSA's 2020/2021 budget.
- July 1 the state will provide classifications for all schools. This will provide guidance for how we approach the fall opening.
- We will need to identify a process in case a student contracts covid and how to handle shutting down and cleaning the school.
- Mrs. Williams reviewed additional items that would not be allowed such as use of water fountains and vending machines.

HEAD OF SCHOOL REPORT

- Final report cards were sent home.
- Faculty and staff are working on wrapping up the school year.

PUBLIC COMMENT

Angela Stahl: Parent of a senior. Thanked the administration and Board for the extensive planning. She appreciates that safety is the first concern and stated that students would be willing to make masks. She asked that administration includes the state information when the next parent letter comes out.

Bandon Mercado: It might be better to continue with remote learning for the Fall given the concerns of COVID.

COMMITTEE REPORTS

- Finance: Cheryl Hiser
 - Budget report is through the end of May. Everything is on track as planned.
- Facilities: Larry Williams
 - Mrs. Williams stated that emails with the landlord have gone back and forth concerning the rent abatement. We are on track to make the July payment. The fire marshal will be present on Tuesday and there may be a few things that come out because there is no storage unit. She has been informed that the storage unit has been ordered. The landlord will have to request a zoning permit and building permit if this will be on our property.

PUBLIC COMMENT

Mrs Williams thanks Mr. Jude for gathering all the health information. There is still a lot of additional information to be gathered. She thanked the families for their survey responses and thanked Mrs. Stahl and Mr. Mercado for sharing thoughts with the Board.

7:45pm CLOSED SESSION

Larry Williams moves pursuant to GS 143-318.11(a)(5/6) the Board will move into closed session for the purpose of reviewing contracts and grievances. Sabrina Francis seconds the motion. The motion is approved.

10:23pm OPEN SESSION

Larry Williams moves to resume open session. Chuck Hensey seconds the motion. The motion is approved.

Larry Williams moves to approve contracts as submitted by Mrs. Williams with the amended clauses for Forced Majure and State indebtedness. Sabrina Francis seconds the motion. The motion is approved.

Larry Williams stated the personal matters were referred to the HR committee for follow up.

10:25pm ADJOURNMENT

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

Next Board Meeting Date: July 27th 2020, 5:30pm Zoom Virtual Meeting