

## FACULTY AND STAFF DIRECTORY

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### COMMUNICATION WITH TEACHERS & ADMINISTRATION

The faculty and staff of Longleaf School of the Arts welcomes and encourages direct communication with our families. The best way to communicate with the faculty and staff is through email. Please allow 48 hours for staff to respond. When a response is needed sooner, please call the main office and leave a message (919-896-8164).

### CONFIDENTIALITY STATEMENT

Information concerning students, families, and staff is confidential and cannot be shared at any time. **Faculty, staff, and administration may only share information concerning student behavior, performance, or disciplinary action with a student's parents or legal guardians.** According to State and Federal Statutes, administration is restricted in what may be discussed regarding personnel issues. The Board of Directors and administration retain the authority to designate individuals to work with confidential information on behalf of the school. Volunteers in our school must follow rules of confidentiality.