

Research Triangle High School

Monthly Board Meeting

Date and Time

Wednesday February 19, 2020 at 5:30 PM EST

Location

RTHS Board Room

This meeting will be held at RTHS but available as a teleconference. If you need to call in, you may Join Zoom Meeting

(By downloading the Zoom app to your phone, and then this link always works when you are mobile)

<https://zoom.us/j/961729981>

One tap mobile:

+16465588656,,961729981# US (New York)

+16699009128,,961729981# US (San Jose)

Dial by your location

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

Meeting ID: 961 729 981

Find your local number: <https://zoom.us/u/aNTeilvg5>

Agenda

I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Minutes from last Board Meeting
Approve minutes for Monthly Board Meeting on January 15, 2020
- D. Monthly Finance Report
- E. Vote to accept Consent Agenda above

II. CEO ACTIONS

- A. CSO REPORT

III. Finance

- A. Committee Minutes - READ
- B. Review Progress on FY19-20 Budget
- C. Progress on Transportation Committee
Eric's transportation committee will discuss their progress and findings to date.

IV. Academic Excellence

- A. Minutes from Committee Meeting

V. Development

- A. Minutes from Committee Meeting
- B. Progress on 2019-20 Development Committee Goals
Use Minutes as a reference.

VI. Governance

- A. Minutes from Committee Meeting
- B. Board Recruitment Process and Discussion
Discuss the actions being worked and due dates.

C. Board Orientation Documents / Board Expectations

VII. Closing Items

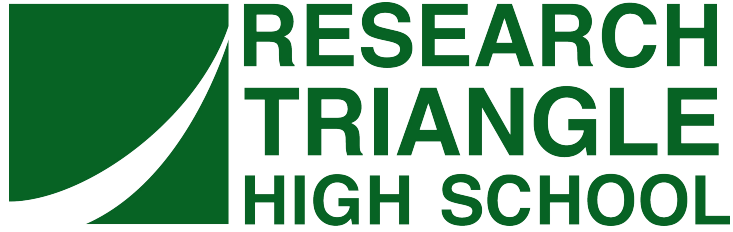
A. Adjourn Meeting

Coversheet

Approve Minutes from last Board Meeting

Section: I. Opening Items
Item: C. Approve Minutes from last Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Board Meeting on January 15, 2020

APPROVED



Research Triangle High School

Minutes

Monthly Board Meeting

Date and Time

Wednesday January 15, 2020 at 5:30 PM

Location

RTHS Board Room

This meeting will be held at RTHS but available as a teleconference. If you need to call in, you may Join Zoom Meeting
(By downloading the Zoom app to your phone, and then this link always works when you are mobile)

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Directors Present

C. Mugge, C. Rao, E. Cunningham, G. Rodgers, M. Johnson, S. McMullan (remote), S. Rivers-Kobler, V. Vojnovich

Directors Absent

A. Quigley, T. Medhin

Directors who arrived after the meeting opened

S. McMullan

Guests Present

E. Grunden, J. Guilford

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

G. Rodgers called a meeting of the board of directors of Research Triangle High School to order on Wednesday Jan 15, 2020 at 5:36 PM.

C. Approve Minutes from last Board Meeting

V. Vojnovich made a motion to approve the minutes from Monthly Board Meeting on 11-20-19.

M. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Monthly Finance Report

E. Vote to accept Consent Agenda above

V. Vojnovich made a motion to approve consent agenda.

M. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. CEO ACTIONS

A. CSO REPORT

C. Rao made a motion to approve the hires.

V. Vojnovich seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Finance

A.

Committee Minutes - READ

Gym project: Meeting with Architect tomorrow to talk about square footage etc; No issues with city of Durham re: the project, so far

B. Review Progress on FY19-20 Budget

C. Progress on 2019-20 Finance Committee Goals

Goals:

- Establish a plan to provide transportation
- Educate on compliance requirements
- Educate board on finance matters and reading reports

One of 3 achieved! (plan to provide transportation)

IV. Governance

A. Minutes from Committee Meeting

B. Progress on 2019-20 Governance Committee Goals

C. Mugge made a motion to approve the articulation agreement with Healthy Start Academy.

V. Vojnovich seconded the motion.

New Development: RTHS has articulation agreement with only a few schools; Recently modified it slightly to add Healthy Start Academy, a K-8 public charter school. (Helps diversity in the school)

- 10% of students represent those who have joined through articulation agreement

The board **VOTED** unanimously to approve the motion.

- Carmen and Chaya to work on BOT "Documents" section; Organize it to make it easy to access and retrieve
- Victoria and Gary to look at Board Expectations; Update and make current
- Formal request to Chairs to identify important aspect of their Committees (must know) to educate new Board members
- Next Board Meeting: Talk about board member recruitment. Do a formal ask after documents are ready
- Invite CEO to be on Governance Committee; Alternative, to have a senior staff member

V. Academic Excellence

A. Minutes from Committee Meeting

B. Progress on 2019-20 Academic Excellence Committee Goals

- All schools saw a decline in math performance last year;
 - Math 3 scores are very competitive at RTHS; does not show up in 9th grade growth measure
 - These tests are online; sent by State
 - Meet with Articulation schools staff/students to set the expectations for passing Math 1
 - CSO prepares prospective students/parents during the open house of expected level of Math knowledge required to pass
- S. McMullan arrived.

VI. Development

A. Minutes from Committee Meeting

B. Progress on 2019-20 Development Committee Goals

- Nonpaid internships that entails course credits; working towards making this happen; partnering with such companies
- 2 Companies in the pipeline for this proposal: ENI and Cisco
- Provide students help by coaching and preparing the resumes before they apply to internships; Board members can help with it; partner with other RTP companies that can help with this
- Use Bloomerang to add all stakeholders in this database/CRM Tool; not just parents information

VII. Closing Items

A. Adjourn Meeting

Student Hearing - Last week

- School hearing has been completed and student is suspended

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

G. Rodgers

C. Mugge made a motion to adjourn.

C. Rao seconded the motion.

The board **VOTED** unanimously to approve the motion.

Documents used during the meeting

- 010820 minutes.docx
- FY 2019-20 Budget Update 12.31.19 with Working Budget 01.08.20.xlsx

- CSO Report 011520.pdf
- 2020 01 13 Monthly Governance Meeting Minutes.pdf
- AcEx_Committee for RTHS Board, 1-2020.pptx
- 2020_01_13_monthly_development_committee_meeting_minutes.pdf

Coversheet

Monthly Finance Report

Section: I. Opening Items
Item: D. Monthly Finance Report
Purpose: FYI
Submitted by:
Related Material: FY 2019-20 Budget Update 01.31.20 updated.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

FY 2019-20 Budget Update 01.31.20 updated.xlsx

Coversheet

CSO REPORT

Section:	II. CEO ACTIONS
Item:	A. CSO REPORT
Purpose:	Discuss
Submitted by:	
Related Material:	CSO report 021920.pdf Copy of College Advising Notes for the Board-Feb 2020.pdf

- I. State of School
 - a. Performance Framework
 - i. All compliant except for one item – failure to train at least one person in use of EpiPen.
 - ii. This has already been rectified for the coming year. We trained appropriate staff after the submission deadline.
 - b. 2020-2021 Enrollment update
 - i. 469 as of 2/18 (426 at this time last year)
 - ii. Application window closes 2/28.
 - iii. Students are currently completing course recommendation forms.
 - c. Niche.com ranks
 - i. #3 public charter in NC (RCHS, Woods)
 - ii. #4 best teachers in NC!
 - iii. #18 for STEM in NC.
 - iv. These are designed to sell houses, not evaluate schools, but good press is good press. Though our results are skewed by a small sample size.
 - d. Leadership Training for administrative team
 - i. RTHS has contracted with Graig Meyer's [Equity Collaborative](#)
 - ii. Goals are helping to build school culture, create and direct equity efforts, and help school leadership identify core issues for future attention.
- II. Outreach
 - a. Many “Lunch With a Scientist” events happening in February and March.
 - b. Blood drive – “Vampire Food Truck Rodeo” 2/21.
 - c. Science National Honor Society doing model rocketry workshops at local elementary/middle schools on Fridays: RTHS students teaching younger students.
- III. College Reporting
 - a. RTHS has a Park Scholarship finalist. Interviews to determine awardees will happen this weekend.

Application Stats as of February 19, 2020:

- **91.6%** of the Class of 2020 has submitted at least one college application
- **332**- the number of acceptances already received
- Students have already been accepted to the following institutions:
 - All 16 of the UNC system colleges
 - Clemson University
 - Cornell University
 - Duke University
 - Georgia Tech
 - Johns Hopkins
 - Northwestern University
 - Reed College
 - The University of Alabama
 - University College Dublin
 - University of Michigan
 - University of Southern California
 - University of Virginia
- Students have submitted **891** applications to **over 200** different colleges

Scholarship Stats as of February 19, 2020:

- Currently, the class of 2020 has received \$1,106,000 in merit scholarship offers
- We have one NC State Park Scholarship finalist (Oum Lahade)
- We have one UNC Chapel Hill Morehead Scholarship finalist (Asher Wexler)
- We have one GA Tech Stamp Scholarship finalist (Oum Lahade)
- We have one student who has earned a full-ride award to UNC Chapel Hill (Erika Munguia)

Coversheet

Minutes from Committee Meeting

Section: IV. Academic Excellence
Item: A. Minutes from Committee Meeting
Purpose: FYI
Submitted by:
Related Material: AcEx_Committee for RTHS Board, 2-2020.pdf

RESEARCH TRIANGLE HIGH SCHOOL ACADEMIC EXCELLENCE COMMITTEE

February 2020

GOALS

1. Consider plan to recruit/retain quality teachers
2. Enhance sharing of data and committee activities with full board
3. Study and understand fluctuation in Math I scores
4. Review/discuss student subgroup growth and performance data
5. Review/discuss MAP assessment data and additional independent measures of growth
6. Develop and Implement an Alumni survey program

AGENDA

Discussion of available and requested data
- 2018-19 Alumni survey

METHODOLOGY

Electronic survey was **distributed to approximately 250 RTHS alumni** for whom the school had active email addresses

Survey included **25 questions**. The majority included selected response.

103 individual responses were received between December 2018 and August 2019

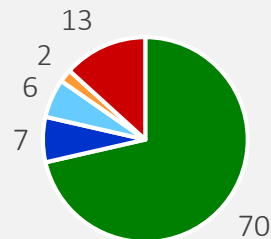
Participants were asked to provide their **name, contact information, RTHS graduation year, and current city and state of residence**. No additional demographic information was requested.

SURVEY RESPONSES

YEAR OF GRADUATION AND RESIDENCE

Year of Graduation	
2016	40
2017	35
2018	29

City and State of Current Residence

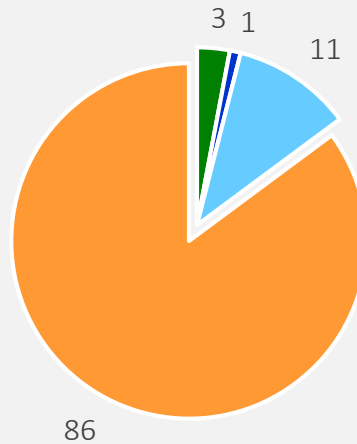


- Triangle, NC
- Eastern, NC
- Charlotte, NC
- Western, NC
- Out of State (AZ, CO, FL, NY, MA, MN, PA, TX, VT)

SURVEY RESPONSES

CURRENT ENROLLMENT

Current Enrollment



- No, but I was previously enrolled in either a 2 or 4 year college
- No, never enrolled in a 2 or 4 year college
- Yes, currently enrolled in a 2 year college
- Yes, currently enrolled in a 4 year college

Additional notes: 3 respondents transferred (all within NC institutions) and 9 respondents took time off between high school and college.

SURVEY RESPONSES

CURRENT ENROLLMENT

Enrolled students are in **36 institutions**:

- Thirty-three (33) 4-year colleges and universities and three 2-year colleges
- Twenty (20) in-state and 16 out-of-state colleges and universities

North Carolina State University	16
University of North Carolina Chapel Hill	16
Wake Technical Community College	8
University of North Carolina Charlotte	6
University of North Carolina Greensboro	5
University of North Carolina Wilmington	5
University of North Carolina Wilmington	5
Meredith College	4
Western Carolina University	3
Drexel University	2
Durham Technical Community College	2
Embry-Riddle Aeronautical University	2
Furman University	2
North Carolina Central University	2
Rochester Institute of Technology	2
William Peace University	2
Worcester Polytechnic Institute	2

SURVEY RESPONSES

PREPARATION AND SUPPORT

Respondents were asked about the preparation and support they received attending RTHS:

Asked to rate on a scale of 1-10 **how well RTHS prepared enrolled respondents for college-level work**, the average response was **6.8**.

Asked whether RTHS **college advising** provided adequate support:

- Forty-three (43) responded yes
- Twenty-seven (27) responded no
- Thirty-one (31) responded neutral

Asked whether any “**particular classes**” prepared respondents “**especially well for college and/or the workforce**,” there were a wide variety of answers. The following appeared most frequently:

- Calculus (AP)
- Chemistry (AP)
- Drama/Other Fine Arts
- Environmental Science (AP)
- Engineering Disasters
- Government and Politics (Advanced, AP)
- Physics (AP)
- Statistics (AP)

SURVEY RESPONSES

MAJOR AREA OF STUDY

96 enrolled respondents provided their major area of study:

Aeronautical science	1
Business/finance/marketing/etc.	12
Computer Science	7
Criminal Justice	1
Dental Hygiene	1
Design (Engineering, industrial design, architecture, graphic design, etc.)	17
Education	1
Fine arts/visual arts/performing arts	5
Hospitality and Tourism	1
Humanities (English, history, philosophy, etc.)	8
Life sciences	13
Physical sciences/public health	9
Social sciences (economics, political science, social work, psychology, etc.)	16
Sport Management	1
Undecided/undeclared	3

SURVEY RESPONSES

CURRENT AND FUTURE EMPLOYMENT

Fifty-two (52) percent of respondents are **currently employed**:

- Eight (8) full-time
- Forty-five (45) part-time

Of those employed:

- **Forty-two (42)** responded that their current position is **not** in a science, technology, engineering, or mathematics-related field.
- **Twenty-two (22)** responded that their current position **is** in a science, technology, engineering, or mathematics-related field.

Asked to rate on a scale of 1-10 **how well RTHS prepared employed respondents for the work force**, the average response was **5.2**.

Of all respondents:

- **Fifty-five (55) plan to pursue a career** in a science, technology, engineering, or mathematics-related field.
- **Thirty-two (32) do not** plan to pursue a career in a science, technology, engineering, or mathematics-related field.
- **Thirteen (13) are unsure** if they will pursue a career in a science, technology, engineering, or mathematics-related field.

SURVEY RESPONSES

ENGAGEMENT

When looking back on your time at RTHS, how do you feel?

Sixty-eight (68) percent responded “generally positive”

Would you be interested in attending alumni events in the future?

Eighty-five (85) percent responded “yes”

Would you be interested in supporting current RTHS students through academic, career, and/or college application mentorship?

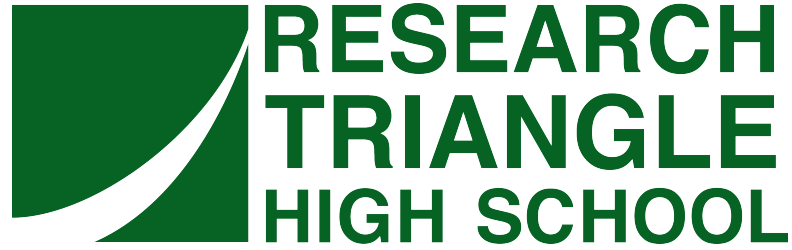
Sixty-six (66) percent responded “yes”

Coversheet

Minutes from Committee Meeting

Section: V. Development
Item: A. Minutes from Committee Meeting
Purpose: FYI
Submitted by:
Related Material: 2020_02_12_development_committee_meeting_minutes.pdf

DRAFT



Research Triangle High School

Minutes

Development Committee Meeting

Monthly Development Meeting

Date and Time

Wednesday February 12, 2020 at 12:30 PM

Location

Ashley's office or Call in

Call in number (712) 451-0709 passcode 214330

The Development Committee meets monthly - one week prior to the Board Meeting. If possible, please attend the meeting the meeting in person in Ashley's office. Alternately, you can call in at:

Dial-in number (US): (712) 451-0709

Access code: 214330#

International dial-in numbers: <https://fccdl.in/i/cemugge>

Online meeting ID: cemugge

Join the online meeting: <https://join.freeconferencecall.com/cemugge>

For 24/7 Customer Care, call (844) 844-1322

Committee Members Present

A. Fenoglio, C. Mugge, M. Johnson (remote), N. Danehower, S. Rivers-Kobler (remote)

Committee Members Absent

T. Medhin

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Rivers-Kobler called a meeting of the Development committee of Research Triangle High School to order on Wednesday Feb 12, 2020 @ 12:30 PM at Ashley's office or Call in
Call in number (712) 451-0709 passcode 214330

II. Development

A. Review Retreat Actions

- Ashley gave an update on internship status.
 - For credit internship still being planned for the Fall with eni (an RTP based benefits service provider)- likely 2 students
 - Ashley met with Cisco, as connected by Victoria. She met with Vicotria and Sweetie Brown and discussed a 4 week extern program that they have. May evolve it into content that can be for course credit.
- Discussed expanding the use of Bloomerang (our development CRM tool) to include all parents(not just those who are giving), companies, and alumni
 - We will need to upgrade our subscription because adding those stakeholders with exceed our current maximum.
 - Nan will get Mae to help with the data entry into Bloomerang
- Discussed the importance of reaching parents and educating them on looking into their company grants - Ashley will look into having that included in the parents portal or some other communications
- We also discussed updating the current "pitch book" - Carmen and Ashley will meet before the next board meeting to begin work. Ensure that our photos include a good representation of the diversity of the school
- We need to get all board members to ID community relations people for organizations where they work so that we can do an intro to RTHS

B. Development Update

Sondra requested the current data on giving by % of staff, board and families:

- Staff: 3 of 51
- Board: 3 of 10
- Families: 357 of 565

Discussed that this is a way to show engagement of each of those stakeholders

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:30 PM.

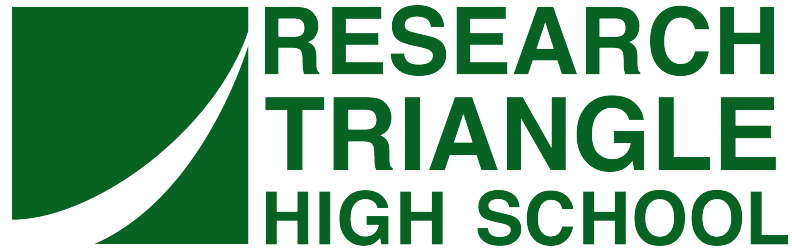
Respectfully Submitted,
S. Rivers-Kobler

Coversheet

Minutes from Committee Meeting

Section: VI. Governance
Item: A. Minutes from Committee Meeting
Purpose: Discuss
Submitted by:
Related Material: 2020_02_14_monthly_governance_meeting_minutes.pdf

DRAFT



Research Triangle High School

Minutes

Monthly Governance Meeting

Date and Time

Friday February 14, 2020 at 12:30 PM

Location

Call-in

Webex

<https://www.google.com/url?q=https://cisco.webex.com/meet/vivojnov&sa=D&usd=2&usg=AOvVaw0gvTGEwSyH1gyHplyXGX8E>

Committee Members Present

C. Mugge (remote), C. Rao (remote), G. Rodgers (remote), V. Vojnovich

Committee Members Absent

M. Johnson

Guests Present

E. Grunden (remote)

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

V. Vojnovich called a meeting of the Governance committee of Research Triangle High School to order on Friday Feb 14, 2020 @ 12:39 PM at Call-in

.

G. Rodgers made a motion to approve the minutes from January. Monthly Governance Meeting on 01-13-20

C. Rao seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Follow Up

A. Action Items from Retreat

1. Board Member Documentation on Board On Track -- Victoria and Gary to review existing board member docs before Board Meeting on 2/20/2020
 1. Creating a Pipeline / Succession Plan
 2. Request for board members to bring names to 2/20/2020 meeting.
2. CEO involvement / support: Board Composition (right members with right schools), Institutional Memory for new Board Members (mission of the school, mission/values of the school, their roles/responsibilities as board members)
3. Document Structure - to be discussed below

B. Demo New Document Structure