

Research Triangle High School

## RTHS Board Meeting

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### Date and Time

Wednesday February 17, 2021 at 5:30 PM EST

### Location

Due to the statewide COVID-19 restrictions, this meeting will only be held as a Zoom video teleconference.

**Join Zoom Meeting:** <https://rthighschool.zoom.us/j/98283216480>

Meeting ID: 982 8321 6480

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

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[The RTHS Board of Directors meets monthly on the Third Wednesday of each month, except for December and July. Meetings are normally held onsite at 5:30pm until 7pm, upstairs in the FBC Conference Room.]

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## Agenda

### I. Opening Items

**A.** Record Attendance

**B.** Call the Meeting to Order

**C.** Approve Minutes

Approve minutes for RTHS Board Meeting on January 20, 2021

**II. CEO Actions**

**A.** CSO Report

**B.** Action item: Articulation Agreement Request

Discovery Charter School, a STEAM-focused middle school in Durham, is requesting an articulation agreement. A draft agreement is included here but discussion of this is warranted.

**III. Finance**

**A.** Monthly Finance Report

**B.** Finance Committee Updates

**IV. Academic Excellence**

**A.** Committee Updates / Goals Status

**V. Development**

**A.** Development Committee Issues / Goals Status

**VI. Governance**

**A.** Governance Meeting Updates

**VII. Other Business (As Needed)**

**A.** West Triangle High School

Overview and Update on the WTHS Charter Application

**B.** WTHS Group Discussion

**C.** Executive Session

Discuss a personnel issue.

**VIII. Closing Items**

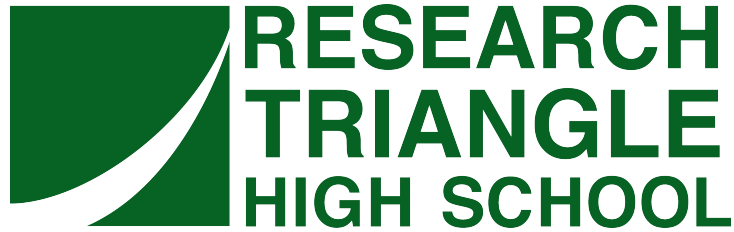
**A. Adjourn Meeting**

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for RTHS Board Meeting on January 20, 2021

APPROVED



Research Triangle High School

## Minutes

RTHS Board Meeting

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### Date and Time

Wednesday January 20, 2021 at 5:30 PM

### Location

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Meeting ID: 982 8321 6480

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### Directors Present

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A. Quigley (remote), C. Mugge (remote), C. Rao (remote), G. Rodgers (remote), M. Bliss (remote), M. Johnson (remote), R. THALLA (remote), S. Carty Vetere (remote), S. Hunter (remote), S. Rivers-Kobler (remote)

**Directors Absent**

E. Cunningham, T. Medhin

**Guests Present**

A. Fenoglio (remote), E. Grunden (remote), J. Guilford (remote), N. Danehower (remote)

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**I. Opening Items**

**A. Record Attendance**

G. Rodgers called a meeting of the board of directors of Research Triangle High School to order on Wednesday Jan 20, 2021 at 5:32 PM.

A guest, Ms. Ailette Tobien, attended the Board meeting to observe and understand the process; Is interested in joining the Board

- Matt Bliss and Rajeev Thalla joined within 20 minutes into the meeting

**B. Call the Meeting to Order**

**C. Approve Minutes**

C. Mugge made a motion to approve the minutes from RTHS Board Meeting on 12-16-20.

A. Quigley seconded the motion.

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

**Roll Call**

M. Bliss	Absent
M. Johnson	Aye
S. Rivers-Kobler	Aye
C. Mugge	Aye
G. Rodgers	Aye
T. Medhin	Absent
E. Cunningham	Absent
S. Carty Vetere	Abstain
C. Rao	Aye
A. Quigley	Aye
S. Hunter	Aye
R. THALLA	Absent

**II. CEO Actions**

**A.**

### CSO Report

- On pace regarding new lottery applications
- Request for Articulation agreement with Discover Charter School; Board required to vote on it  
by March
- Renovation being undertaken; looking into building a practice field (parking lot will be secure - not impacted); trying to keep it competitive with area schools
- Regional Cross Country Meet: RTHS participated and won

### B. Action item: Articulation Agreement Request

## III. Finance

### A. Monthly Finance Report

- Updates to the Budget; 10% cut pre-Covid was adjusted and was reinstated in this budget; Still looks good
  - HVAC work was approved (will come from reserve fund for repairs)
- A. Quigley made a motion to approve the Updated Finance Report.  
M. Johnson seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

A. Quigley	Aye
S. Carty Vetere	Aye
G. Rodgers	Aye
S. Hunter	Aye
S. Rivers-Kobler	Aye
T. Medhin	Absent
M. Johnson	Aye
C. Mugge	Aye
C. Rao	Aye
E. Cunningham	Absent
M. Bliss	Aye
R. THALLA	Aye

### B. Finance Committee Updates

## IV. Development

### A. Development Committee Issues / Goals Status

- Presentation by Staff on "Development" projects mainly Landscaping (Jeff Guilford joined during the Presentation)

- Important to present it to Corporate donors as a "learning" process for students; not merely a landscaping project; the goal is to have corporate people come in to school to interact with students and help them learn and share their corporate experience

## V. Governance

### A. Vote on adding another directors

M. Johnson made a motion to appoint new Board Member Carolyn Coia to the Board.

S. Rivers-Kobler seconded the motion.

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

#### Roll Call

M. Johnson	Aye
E. Cunningham	Absent
C. Rao	Aye
T. Medhin	Absent
S. Rivers-Kobler	Aye
M. Bliss	Aye
S. Carty Vetere	Aye
G. Rodgers	Aye
R. THALLA	Aye
A. Quigley	Aye
C. Mugge	Aye
S. Hunter	Aye

- Add another Board Director: Carolyn Coia

- Mark Johnson, Carmen Mugge, Tsegga Medhin, Gary Rodgers met her virtually and talked to her

### B. Flywheel Initiative

- proposal to have a "flywheel" help with Board Committee meetings
- preferably a Staff member would be a good "flywheel" for this role

- Expand our PLP/Flip Methodology Learning/Teaching initiative to other parts of NC state

- Open a new charter school like RTHS; Applying for Access Grant; Purpose is to expand/replicate schools like RTHS

- Presentation in March 2021;

## VI. Other Business (As Needed)

### A. Board on Track Webinar on Open Meeting Laws (Jan. 27 at 4pm ET)

## VII. 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 6:58 PM.

Respectfully Submitted,

G. Rodgers

C. Rao made a motion to adjourn the meeting.

M. Johnson seconded the motion.

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

### **Roll Call**

C. Muggé	Aye
S. Rivers-Kobler	Aye
C. Rao	Aye
E. Cunningham	Absent
M. Johnson	Aye
A. Quigley	Aye
T. Medhin	Absent
G. Rodgers	Aye
S. Carty Vetere	Aye
M. Bliss	Aye
S. Hunter	Aye
R. THALLA	Aye

# Coversheet

## CSO Report

**Section:** II. CEO Actions  
**Item:** A. CSO Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** CSO Report 02\_17\_21.pdf

CSO Report Feb. 17, 2021

- I. State of School
  - a. Lottery progress
    - i. 522 applicants as of 2/17. Exactly on par with previous years.
    - ii. Lottery closes 2/28, with draw on 3/12.
    - iii. Draw pools TBD
  - b. COVID incident
    - i. 2 men's basketball players tested positive. One attended PSAT testing before knowing he was positive. Student passed DHHS screening.
    - ii. All students and staff who were in contact with the student were contacted. No one appears to have been infected from contact. Students and faculty in testing were masked and observing 6' distancing.
    - iii. Men's basketball suspended for two weeks for quarantine.
    - iv. Durham public health was contacted from the outset and worked with the students to do contact tracing.
    - v. PSAT was required by College Board to be held on site.
    - vi. 2 more on-site required tests in February and March, involving approximately 350 students (pre-ACT and ACT).
  - c. Reopen plans
    - i. None of the plans before the legislature addresses RTHS' concerns about educational quality loss due to hybrid learning.
    - ii. Despite lower relative quality of remote instruction compared to ideal face to face instruction, RTHS' efforts are not comparable to the broader state of traditional public high school remote efforts.
    - iii. We will follow the law should it apply to charter schools, and are revisiting our opening plans should we need to deploy them.
  - d. Physical plant efforts
    - i. Still waiting on HVAC work to start. Contract was signed in January.
    - ii. Landscaping plan/walkthrough shared with staff. Positive reception.
    - iii. Awaiting proposals for interior work (furniture, walls, floors). We have met with the vendors and the planning has started. We hope to have offers soon so that we can update budget needs.
  - e. Staff
    - i. Visa transfer process for teacher has taken far longer than expected and we are giving up on placing her this year. Two teachers have been teaching at 140% load expecting a short tenure but will remain and finish the year to avoid separation problems with students. [personal note: I am burned on future visa support prospects]
    - ii. Personnel issue to discuss in executive session.
    - iii. We are advertising to hire an additional math teacher.
    - iv. We are deploying a long-term sub in English to work with literacy supports now that the principal teacher has returned from leave.

- II. CSO-centered
  - a. I have reviewed the results of the CSO eval survey and will be addressing the concerns brought by faculty in their comments (and thanking them for their input otherwise)
  - b. I have discussed with faculty a strategic plan for moving RTHS towards a mastery-based curriculum built on the Summit system but directly addressing state requirements.
    - i. This will take several years.
    - ii. This will require changing how RTHS interfaces with colleges, as it will affect how credits are represented
    - iii. It has the potential to allow the school to increase enrollment, better serving its mission statement.
    - iv. This was positively received by the faculty. I have not yet presented it to the academic excellence committee because I missed our last meeting. I will do so for their advice and wisdom in shaping the idea.

# Coversheet

## Action item: Articulation Agreement Request

**Section:** II. CEO Actions  
**Item:** B. Action item: Articulation Agreement Request  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Articulation\_Agreement\_Discovery\_Charter\_School\_\_RTHS.docx

# **ARTICULATION AGREEMENT BETWEEN RESEARCH TRIANGLE HIGH SCHOOL AND DISCOVERY CHARTER SCHOOL**

## **I. INTRODUCTION**

**In 2016, the North Carolina General Assembly passed House Bill 242 modifying certain provisions in the charter school law to allow a charter school to give enrollment priority to students enrolled in another charter school that does not offer the next grade level. Accordingly, North Carolina General Statute Section 115C-218.45(f)(6) now provides:**

**The charter school may give enrollment priority to any of the following: . . .**

**(6) A student who was enrolled in another charter school in the State in the previous school year that does not offer the student's next grade level and both of the charter schools have an enrollment articulation agreement to accept students or are governed by the same board of directors.**

**This Articulation Agreement between the signatory schools, Research Triangle High School ("RTHS") and Discovery Charter School ("DCS"), is intended to utilize this provision in this charter law to allow RTHS to give enrollment priority to students at DCS as set forth herein. This Articulation Agreement sets forth the eligibility requirements for DCS students to receive priority lottery position at RTHS. It also sets forth the process RTHS and DCS will utilize under this Articulation Agreement.**

## **II. PURPOSE/INTENT**

**Discovery Charter School is a 6-8 public charter school and does not offer high school. DCS is a STEAM (science, technology, engineering, arts, mathematics) focused charter school with a diverse student population comprised of majority minority students many of whom are from disadvantaged socio-economic backgrounds. The mission of DCS is to prepare students to be self-motivated, lifelong, independent and collaborative learners through a challenging STEAM-focused curriculum in an innovative and supportive environment. DCS endeavors to provide its students with a variety of choices for high school in accordance with each student's interests and academic strengths.**

**RTHS is a high school offering grades 9-12. The mission of Research Triangle High School is to increase access to globally competitive Science, Technology, Engineering, and Math (STEM) education for students and teachers across North Carolina, by incubating, proving and scaling innovative models of teaching and learning. As part of its mission, RTHS is committed to increasing access to STEM education for minority and socio-economically disadvantaged students.**

**The Articulation Agreement between the signatory schools, RTHS and DCS, is intended to further the mission of each school and provide an opportunity for DCS students who wish to continue their education at a public charter school as contemplated by North Carolina General Statute 115C-218.45(f)(6).**

**III. ELIGIBILITY**

**To be eligible to receive priority enrollment at RTHS, a DCS student must meet the following requirements:**

- 1. Be enrolled in DCS as an 8<sup>th</sup> grader at the time the student submits a lottery application.**
- 2. Academically prepared to be able to complete Algebra I by the end of 9<sup>th</sup> grade.**

**IV. PROCESS**

**If a DCS student meets the eligibility requirements set forth in this Articulation Agreement, that student will be given priority enrollment at RTHS for the academic year for which the student is applying pursuant to RTHS's priority enrollment policies, which are attached hereto as Appendix A. However, nothing in this Articulation Agreement guarantees that an DCS student will be offered admission to RTHS. Representatives at each signatory school will meet either in person or via telephone to discuss any student interested in the priority enrollment set forth under this Articulation Agreement as necessary.**

**V. BOARD APPROVAL/TERMINATION**

**In accordance with North Carolina law, this Articulation Agreement must be voted on and adopted by each signatory school's Board of Director's as set forth in their bylaws. Once adopted, the signatory schools will sign this Articulation Agreement. Each signatory school reserves the right to terminate this Articulation Agreement at any time by providing written notice to the other school.**

\_\_\_\_\_  
**Discovery Charter School**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Research Triangle High School**

\_\_\_\_\_  
**Date**

## **APPENDIX A**

### **RTHS current Board Admissions/Lottery Policies, with 2.e. to be approved at January 2021 BOD meeting**

#### **1. Lottery**

**a. If it is discovered after the student's name has been drawn in the lottery that information was withheld from the school during the application process, and this information would have made the student ineligible for admission to RTHS, the school may rescind the offer of admission and remove the student from the school's enrollment.**

**b. In keeping with the school's mission of increasing access to globally competitive STEM education, as stated in the charter application, 40% of the incoming ninth grade class is reserved for students entering Math 1.**

#### **2. Lottery Preferences (all refer to G.S. 115C-238.29F(g)(5a)):**

**Preferences will be given to students meeting the following conditions, according to RTHS Board policy and NC General Statute:**

**a. Siblings of currently enrolled students who were admitted to the charter school in a previous year. For the purposes of this subsection, the term "siblings" includes any of the following who reside in the same household: half siblings, stepsiblings, and children residing in a family foster home.**

**b. Siblings of students who have completed the highest grade level offered by that school and who were enrolled in at least four grade levels offered by the charter school or, if less than four grades are offered, in the maximum number of grades offered by the charter school.**

**c. Limited to no more than fifteen percent (15%) of the school's total enrollment, unless granted a waiver by the State Board of Education, the following:**

**i. Children of the school's full-time employees. In the event that an employee is hired after the lottery for that year has been drawn, the student may still be enrolled. Children of employees may be eligible for enrollment if they are rising eleventh or rising twelfth graders.**

**ii. Children of the charter school's Board of Directors.**

**d. A student who was enrolled in the charter school within the two previous school years but left the school (i) to participate in an academic study abroad program or a competitive admission residential program or (ii) because of the vocational opportunities of the student's parent.**

**e. RTHS will allow students who attend Global Scholars Academy, Maureen Joy Charter School, Healthy Start Academy, or Discovery Charter School to be granted enrollment priority under NC G.S. 115C-218.45(f)(b).**

**f. RTHS will grant admissions preference for children of all employees. In the event that an employee is hired after the lottery for that year has been drawn, the student may still be enrolled. Children of employees may be eligible for enrollment if they are rising eleventh or rising twelfth graders.**



# Coversheet

## Monthly Finance Report

**Section:** III. Finance  
**Item:** A. Monthly Finance Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** FY 2020-21 Budget Update 1.31.21 (1).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](#):

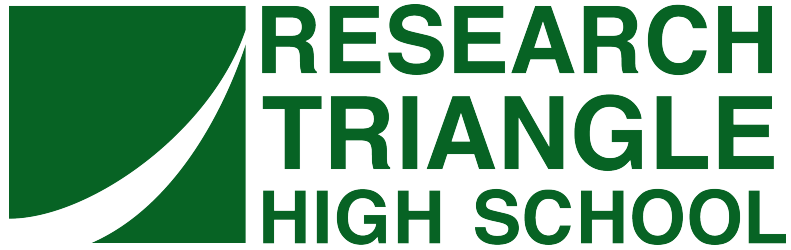
FY 2020-21 Budget Update 1.31.21 (1).xlsx

# Coversheet

## Finance Committee Updates

**Section:** III. Finance  
**Item:** B. Finance Committee Updates  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2021\_02\_09\_monthly\_finance\_committee\_meeting\_minutes.pdf

DRAFT



## Research Triangle High School

### Minutes

#### Monthly Finance Committee Meeting

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#### **Date and Time**

Tuesday February 9, 2021 at 4:30 PM

#### **Location**

<https://rthighschool.zoom.us/j/96650203415#success>

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#### **Committee Members Present**

A. Quigley (remote), C. Muggle (remote), G. Rodgers (remote), N. Lightner (remote)

#### **Committee Members Absent**

M. Bliss

#### **Guests Present**

E. Grunden (remote)

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

A. Quigley called a meeting of the Finance Committee of Research Triangle High School to order on Tuesday Feb 9, 2021 @ 4:34 PM.

### **II. Review Budget and Discuss any other Finance Items**

#### **A. Monthly Budget Update**

### **Nicole Update**

- Total Increase approximately \$126,000 over last month's budget due to incoming transfers
- No other major adjustments - nothing has been changed since December
- Eric is still evaluating and getting quotes from furniture to revamp the internal aspects of the building. Plan to move forward on that soon.
- Additional surplus - we don't know exactly yet how all the improvements will look like once things are quoted we will make final determinations and advise regarding any additional surplus.
- **By next month we would have enough information to decide how to spend any excess (meaning by March)**

### **Eric Update**

- Way under in spending for sub funds - starting to use that funding for people supervising kids in the building
- HVAC - signed contract but haven't done it - still waiting to get up and running
- Eric talked a few weeks ago - building a practice field - if we did the room there would be room to build a practice field on North part of the parking space
- Eric reached out to the company that scoped the gym project. They are asking \$15,000 for this project,
- Finance committee recommends approval

## **B. Other Financial Business**

### **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 4:54 PM.

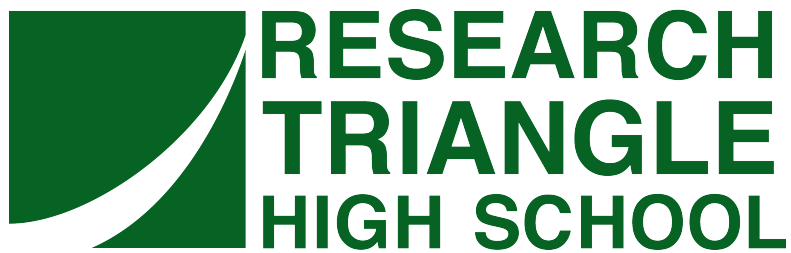
Respectfully Submitted,  
A. Quigley

# Coversheet

## Development Committee Issues / Goals Status

**Section:** V. Development  
**Item:** A. Development Committee Issues / Goals Status  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2021\_02\_10\_development\_committee\_meeting\_minutes.pdf

DRAFT



## Research Triangle High School

### Minutes

#### Development Committee Meeting

#### Monthly Development Meeting

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#### Date and Time

Wednesday February 10, 2021 at 2:30 PM

#### Location

[https://us02web.zoom.us/j/81139553001?  
pwd=WStSQzltNXk4SUtBU3FnUGhmQllmUT09](https://us02web.zoom.us/j/81139553001?pwd=WStSQzltNXk4SUtBU3FnUGhmQllmUT09)

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

[https://us02web.zoom.us/j/81139553001?  
pwd=WStSQzltNXk4SUtBU3FnUGhmQllmUT09](https://us02web.zoom.us/j/81139553001?pwd=WStSQzltNXk4SUtBU3FnUGhmQllmUT09)

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#### Committee Members Present

A. Fenoglio (remote), C. Mugge (remote)

#### Committee Members Absent

M. Johnson, N. Danehower, S. Rivers-Kobler, T. Medhin

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

C. Mugge called a meeting of the Development Committee of Research Triangle High School to order on Wednesday Feb 10, 2021 @ 2:30 PM.

## II. Development

### A. Development Update

### B. Discuss 2020 Strategic Development Action Items

Cross org development cohesion

- Preliminary info only received from the Theatre org
- Ashley will pursue others that attended the meeting
- The Athletic org has not participated and leadership of Boosters is not known to staff at school. Ashley pursuing with athletic dept.

Landscaping plan

- Meetings proceeding with architect
- Intent is to send out for bids and get responses in March
- Key development goal for this project is to get learning partnerships with local companies - financial contributions can be an offshoot

Corporate outreach

- Ashley will send Carmen the parent/employee spreadsheet
- Carmen will sort the xls to:
  - Determine how many parents work at same companies as Board Members so that we can consolidate and maximize community grant opportunities
  - Determine key companies with the most parents and ask parents to help identify Corporate Outreach at their companies

## 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 2:57 PM.

Respectfully Submitted,  
C. Mugge

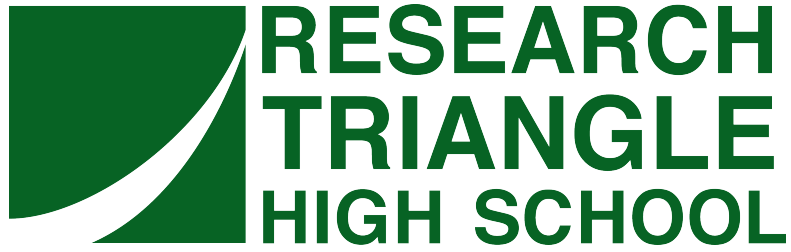


# Coversheet

## Governance Meeting Updates

**Section:** VI. Governance  
**Item:** A. Governance Meeting Updates  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2021\_02\_05\_monthly\_governance\_meeting\_minutes.pdf

DRAFT



## Research Triangle High School

### Minutes

#### Monthly Governance Meeting

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**Date and Time**

Friday February 5, 2021 at 12:00 PM

**Location**

<https://unc.zoom.us/j/8331542090>

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<https://unc.zoom.us/j/8331542090>

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**Committee Members Present**

M. Johnson (remote)

**Committee Members Absent**

C. Mugge, C. Rao, G. Rodgers

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

M. Johnson called a meeting of the Governance Committee of Research Triangle High School to order on Friday Feb 5, 2021 @ 12:19 PM.

**C. Approve Minutes**

Motion to approve the minutes from Monthly Governance Meeting on 01-15-21.

The committee **VOTED** to approve the motion.

## **II. Governance**

### **A. Discuss Governance Action Items**

Gary to send "welcome to the board" email to new members

Carmen to add new members to BoardOnTrack

Determine committee assignments for new members

create an onboarding checklist for new board members - could/should be a flywheel task

provide board and committee overview to new members - Carmen to schedule

## **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 12:58 PM.

Respectfully Submitted,  
C. Mugge