

Research Triangle High School

RTHS Board Meeting

Date and Time

Wednesday June 16, 2021 at 5:30 PM EDT

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>

[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. Board Meeting Minutes

Approve minutes for RTHS Board Meeting on May 19, 2021

D. Monthly Financial Report and Updates

E. CSO Report

F. Approval of Consent Agenda

- Last Month's Board Meeting Minutes
- Special Board Meeting Minutes
- Monthly Financial Report
- CSO Report

II. Finance

A. Proposed Budget 2021-2022

B. Finance Committee / Goals Update

2020-2021 Goals:

- [Continually educate board members on charter school finances](#)
- [Work with Eric to ensure we end the year with the required surplus amount](#)
- [Establish a long term plan to provide transportation to attract and retain students who would otherwise not have access to the school](#)
- [Develop a long term financial plan for a Multi-Use Facility expansion](#)
- [Educate the Board about regular compliance requirements undertaken by staff](#)
- [Work with Eric for this year's budget](#)
- [Educate board members on charter school finances](#)

III. Academic Excellence

A. Committee Updates / Goals Status

2020/21 Goals;

- [Determining available and alternative sources of data and appropriate trend and comparison data during remote learning.](#)
- [Appropriately assess the educational impact for all students during remote learning, including teaching and learning and student engagement.](#)
- [Appropriately assess and respond to student and family needs and the impact of the pandemic on student well-being and learning.](#)
- [Develop/select and employ an effective teacher evaluation and support system](#)
- [Develop a data collection plan, including a comprehensive growth assessment tool](#)
- [Develop plan to Recruit/Retain quality teachers](#)

IV. Development

A. Development Committee Issues / Goals Status

2020-2021 Goals:

- [Coordinate all fundraising activities at RTHS](#)
- [Establish at Strategic Development Plan](#)
- [Build a community among Stakeholders](#)
- [Build Partnerships with RTP Companies](#)

V. Governance

A. Governance Meeting Updates

2020-2021 Goals:

- [Establish board cadence of activities documentation](#)
- [Partner with the CEO](#)
- [Board Member Succession Planning](#)
- [Recruit 2 New Board Members](#)
- [Regularize meeting operations for the board](#)
- [Support CSO goals as identified at the annual board retreat](#)
- [Reorganize and improve on the BoT database of documents](#)
- [Formalize the Onboarding Process](#)

Current action items being worked:

- Board member Succession Planning
- Board member Recruitment

- Board Cadence Documentation
- Regularize board meetings via flywheel

VI. Other Business (As Needed)

- A.** Proposed New High School Charter Update
Overview and Update on the new Charter Application

VII. Executive Session

- A.** Personnel Matter Discussion

VIII. Closing Items

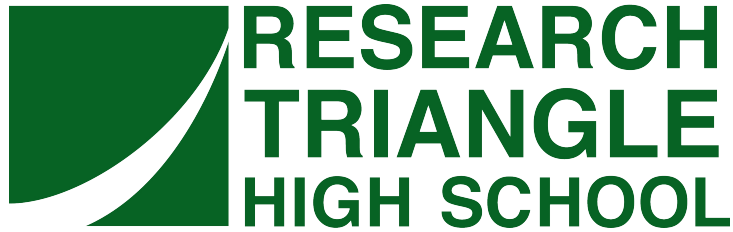
- A.** Adjourn Meeting

Coversheet

Board Meeting Minutes

Section: I. Opening Items
Item: C. Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for RTHS Board Meeting on May 19, 2021
2021_06_02_board_meeting_minutes.pdf

APPROVED



Research Triangle High School

Minutes

RTHS Board Meeting

Date and Time

Wednesday May 19, 2021 at 5:30 PM

Location

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Directors Present

A. Quigley (remote), C. Coia (remote), C. Mugge (remote), C. Rao (remote), E. Cunningham (remote), G. Rodgers (remote), M. Johnson (remote), S. Carty Vetere (remote), S. Hunter (remote), S. Rivers-Kobler (remote)

Directors Absent

M. Bliss, R. THALLA, T. Medhin

Guests Present

A. Tobien (remote), E. Grunden (remote), J. Guilford (remote), John V. Wood (remote)

I. Opening Items

A. Record Attendance

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 May 19, 2021 at 5:34 PM.

C. Board Meeting Minutes

M. Johnson made a motion to approve the minutes from Board Meeting on 04-20-16.

C. Rao seconded the motion.

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

Roll Call

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

D. Monthly Financial Report and Updates

- Cash Flow: Going well; Projected to end with a surplus
- Some expenses moved to "Capital" section (way it should be)

E. CSO Report

- June 5, 2021: HS Graduation on campus
- Staff turnover mainly due to individual staff's choice
- Attendance high over all (in-person + remote)
- Good position: Student enrolment quite high
- 2021 ranking: #29 in NC (compares favorably to PCHS #14; GHHS # 22); College readiness ranking is much higher than both

F. Approval of Consent Agenda

M. Johnson made a motion to approve the Consent Agenda.

C. Rao seconded the motion.

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

Roll Call

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

II. Finance

A. Proposed Budget 2021-2022

- Assuming: No increase in state funding (0%)
- Conservative budget; Projected ADM 577; Enrolment target 557
- Biggest increase: Salaries; Brought it up to where it should be
- Food program: Additional cost

B. Finance Committee / Goals Update

III. Academic Excellence

A. Committee Updates / Goals Status

3 areas being looked into:

- Check in with students/teachers about their experience - remote learning/school support etc. Survey to be sent to them
- Taking a look at internal school data on tests conducted and scores achieved

- AP Testing/Participation and comparison to previous years
- Don't see evidence of learning loss; on the contrary, seen some growth
- Next school year: Expect to resume as normal (7-period day schedule)

IV. Development

A. Development Committee Issues / Goals Status

- Bloomerang: Plan & approach to make it more useful; Right now, donor oriented; Plan to add Alumni to this database for more engagement
- Keep the "Goals" for each Committee on the Agenda as a reminder

V. Governance

A. Governance Meeting Updates

- S. Kobler, Vice Chair, will take over Chair position
- Vice-Chair position open - to be filled
- M. Johnson, Governance Committee, will continue
- A. Quigley, Chair, Finance Committee will continue
- Chair, Development Committee, position open
- E. Cunningham, Academic Excellence Committee, will continue
- C. Mugge, Chair, CEO Evaluation Committee, will continue
- Secretary position - To be filled by S. Vetere

VI. Other Business (As Needed)

A. Proposed New High School Charter Update

- Time till July to complete application - submit week before it is due; Still some "NC Access" funding available (supposed to go to "replication" school)
- Board members:
 - Bio etc to be provided to CEO before application submission;
 - Also, need to read the application and meet in early July before submission;
 - At some point, may have to appear before Charter School Board (Oct/Nov)
 - Be present in person in RTHS in September - understand the school program/observe students & teachers
- In the meantime, will build on research for the new HS
- Look into getting third-party research done to find out the need/demand/interest for another Charter HS in Orange County

VII. Closing Items

A. Adjourn Meeting

- C. Mugge made a motion to adjourn the meeting.

M. Johnson seconded the motion.

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

Roll Call

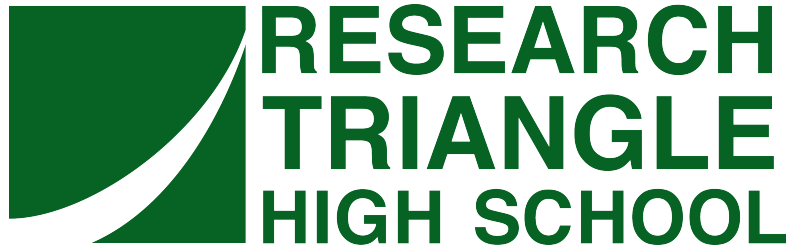
T. Medhin	Absent
G. Rodgers	Aye
S. Hunter	Aye
C. Rao	Aye
C. Mugge	Aye
R. THALLA	Absent
E. Cunningham	Aye
C. Coia	Aye
A. Quigley	Aye
M. Johnson	Aye
S. Carty Vetere	Aye
M. Bliss	Absent
S. Rivers-Kobler	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:47 PM.

Respectfully Submitted,

G. Rodgers

DRAFT



Research Triangle High School

Minutes

Special Executive Session

Date and Time

Wednesday June 2, 2021 at 5:30 PM

Location

Carmen Mugge is inviting you to a scheduled Zoom meeting.

Topic: RTHS Executive Session

Time: Jun 2, 2021 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/85495937308?](https://us02web.zoom.us/j/85495937308?pwd=K3k5V3JLTUw4NnhBejJLODRMcGVZz09)

[pwd=K3k5V3JLTUw4NnhBejJLODRMcGVZz09](https://us02web.zoom.us/j/85495937308?pwd=K3k5V3JLTUw4NnhBejJLODRMcGVZz09)

Meeting ID: 854 9593 7308

Passcode: 006972

One tap mobile

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+13017158592,,85495937308#,,,,*006972# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 854 9593 7308

Passcode: 006972

Find your local number: <https://us02web.zoom.us/u/kbBpGIFIQI>

Join by SIP

85495937308@zoomcrc.com

Join by H.323

162.255.37.11 (US West)

162.255.36.11 (US East)
115.114.131.7 (India Mumbai)
115.114.115.7 (India Hyderabad)
213.19.144.110 (Amsterdam Netherlands)
213.244.140.110 (Germany)
103.122.166.55 (Australia Sydney)
103.122.167.55 (Australia Melbourne)
149.137.40.110 (Singapore)
64.211.144.160 (Brazil)
69.174.57.160 (Canada Toronto)
65.39.152.160 (Canada Vancouver)
207.226.132.110 (Japan Tokyo)
149.137.24.110 (Japan Osaka)
Meeting ID: 854 9593 7308
Passcode: 006972

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Carmen Mugge is inviting you to a scheduled Zoom meeting.

Topic: RTHS Executive Session
Time: Jun 2, 2021 05:30 PM Eastern Time (US and Canada)

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Directors Present

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

Directors Absent

M. Bliss, T. Medhin

Guests Present

Lisa Gordon (remote)

I. Opening Items

A. Record Attendance

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 Jun 2, 2021 at 5:38 PM.

II. Executive Session

A. Move to discuss Personnel Matter

C. Mugge made a motion to Discuss Personnel Matter.

C. Rao seconded the motion.

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

Roll Call

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

- Discussion ensued

- One Board member (Carolyn Coia) left around 6.30 pm due to prior commitment

M. Johnson made a motion to come out of Executive Session.
S. Rivers-Kobler seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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 7:06 PM.

Respectfully Submitted,

G. Rodgers

M. Johnson made a motion to adjourn the meeting.

S. Rivers-Kobler seconded the motion.

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

Roll Call

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

Coversheet

Monthly Financial Report and Updates

Section: I. Opening Items
Item: D. Monthly Financial Report and Updates
Purpose: Discuss
Submitted by:
Related Material: FY 2020-21 Budget Update 05.31.21.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 05.31.21.xlsx

Coversheet

CSO Report

Section:	I. Opening Items
Item:	E. CSO Report
Purpose:	Discuss
Submitted by:	
Related Material:	CSO Report 06_16_21.pdf RTHS Course Expectations.pdf

CSO Report 06/16/21

- I. State of School
 - a. Enrollment
 - i. Current enrollment 603. Our Day 20 target is 577. We are still expecting regular attrition.
 - ii.
- II. Procedure/Policy Changes
 - a. Fall school structure
 - i. Full schedule of students on campus; 7 period day as we did in 2019-2020 until quarantine.
 - ii. We will be adding Friday DLDs to leverage what we gained from remote learning and enable us to bring students in higher need to campus for more targeted instruction. These are the “iPLT” days we had in 2019-2020, but they will be regular and more of them.
 - iii. Repartitioning of administrative duties to allow Deans to focus on primary duties
 - 1. Dean of Instruction and Curriculum to coordinate teacher coaches and monitor/train teachers (all, but especially new)
 - 2. Dean of Students to coordinate interventions and work with data analysis to provide information and training to parents and validate interventions with students.
 - 3. MTSS team will include EC, Counselors, College Advisors, Deans, Data Analysis. This will change lines of communication and accountability chains. There should be redundancy in accountability so that no student is lost.
 - b. Teacher monitoring changes
 - i. “New” teachers (whether to RTHS or teaching in general) will be heavily monitored in early months at RTHS
 - 1. Gradebook updating (Summit platform, PowerSchool)
 - 2. Communication with parents/students
 - a. Frequency
 - b. Standards/expectations of professionalism
 - 3. Feedback (viewable through Summit platform)
 - 4. Student interviews/focus groups conducted to look for issues
 - ii. Teachers who meet standards will received relaxed scrutiny; teachers with challenges will be given instruction and “probationary” consideration
 - iii. Monitoring will be conducted by Dean of Instruction and Curriculum, Data Supervisor, and CSO.
 - iv. Standards will be communicated to parents at the beginning of the school year and listed in the student handbook (see the example document attached to the board meeting agenda)
- III. Staff Changes

a. Science

i. Leaving:

1. Jessie Howington (Environmental Science)
2. Cinnamon Frame (Chemistry)
3. Taeho Lim (Physics)

ii. Hired:

1. Jennifer Walker (Physics). MAT, Physics Education, BU; BA Chemistry. 16 years' experience with WCPSS, WTCC, Southern Wake Academy.

b. Math

i. Leaving:

1. Nathan Parker (left in February, 2021)
2. Mariah Alexander
3. Alina Mihai
4. Angela Cooper (lateral transition to Data Analysis/Coaching)

ii. Hired

1. Emily Burton, BA Math Education, FSU. NBCT. 17 years' experience with Franklin Academy
2. Susie Lee, MA Christian Education, BA French. Has worked as an RTHS sub and did long-term work for RTHS in math (Parker) in spring of 2020-2021. She will be running the math lab and supplemental math instruction based on her demonstrated excellence in monitoring student interventions this past year.

c. History

i. Leaving

1. Andrea Bustillos

ii. Hired

1. Elizabeth Godwin (former RTHS history teacher, returned from UK)

d. English

i. Leaving

1. Jason North

ii. Hired

1. Madison Carr, MA, Reading; BS, English, Appalachian State.
2. Sarah Anderle (MA, English, Lehigh; BA English Literature, High Point University). Sarah was a long-term sub for two teachers in 2020-2021.
3. Dina Al-Sabawi (former RTHS substitute) – Literacy support. This is an extra position facilitating targeted assistance to EL and low-reading skill students.

e. Administration

i. Leaving

1. Ashley Fenoglio, Director of Operations

ii. Hired

1. Zoe Playe, Director of Development. Former philanthropy consultant and Director of Community Development for Follow the Child Montessori School.

2. Angela Cooper, Data Analysis and Teacher Coaching (moved from Math).

IV. Construction/Renovation Update

- a. Landscaping proceeding. Phase 1 is expected to be done by August.
- b. Finish work to begin 6/28. Includes: carpet, media center lighting, wall protection, casework in galleries and conference room, signage in main office, carpeting in lobby.
- c. Furniture is on order.
- d. Access control proceeds. We are still waiting on elevator parts and new powered crash bars for some exterior doors. The main entrance and software work as advertised.

Teachers at RTHS are given latitude in how they construct and evaluate their courses and students. It is not RTHS policy to have a uniform set of standards across all classes for grading, course structure, difficulty, or expectations. It is unrealistic to expect that every environment in which a student finds him or herself will be the same outside of school, so we expect that students will be able to adapt to a different set of expectations in each class.

However, we do believe that every student is entitled to a reasonable set of expectations about the courses they are taking, and so the RTHS administration is providing this guaranteed minimum set of expectations for any course. Much of what follows applies mostly to courses *not* using the SLP, since that has a common framework and directs expectations.

Each teacher at RTHS will supply for each course, the following:

1. A detailed scope and sequence document for each course. A scope and sequence lists the entire range of topics covered in a course, the approximate time spent on each, and the order in which they will be covered. The scope should align with the NC Essential Standards for the course. If an AP course, the College Board-approved course syllabus will meet this requirement.
2. An approximate schedule of major tests, projects, quizzes, and other assignments. While these dates are not expected to be set in stone, it is expected that they will not move around without sufficient notice to students. Teachers are expected to take into account the other teachers and courses at the school in considering their assignment schedule, which is to say try not to pile on due dates.
3. A description of how course material will be taught, including how classwork and homework relate to course topics, and how those topics are instructed (videos, direct instruction, guided practice, etc). There must be links between the material assessed and the material presented and the methods used to teach.
4. A syllabus for parents and students. This document includes a summary of the above items, as well as grading policy (weights, percentages if not in SLP), contact information, and lists of resources, including texts, websites, and other applications. Any other information you would like to include is welcome. This may be online and linked for parents elsewhere.

The syllabus will be publicly posted. The other items must be available for administration to consult. We do not plan to drop by your office and ask to see your documents, but if we have questions, expect that we will ask about these things. For example, I do not expect a detailed list for #3, but I do expect you to be able to walk me through your process for a particular test or lesson.

Students are entitled to the following:

1. Graded work that is returned permanently, unless the material is to be reused or otherwise prohibited to be distributed (eg. some College Board AP testing materials).
2. Grades that can be explained and justified by a teacher.
3. Work to be graded in a reasonable amount of time.
4. Grades to be posted in a reasonable amount of time. Students should be able to know their progress in a course on at least a weekly basis. This may mean individual progress updates when the whole class cannot be updated because of timing or grade load. The expectation is weekly as much as possible.
5. Reasonable notice for a major test or project due date. The time given to prepare must be commensurate with the magnitude of the assessment. No test should be announced less than one week before it is to be given. "Pop" quizzes may be given provided students are aware that these are possible.
6. Time to complete assignments missed due to an excused absence equal to one additional day for each day missed. The nature of the absence should be taken into account. For example, a student who is on a trip may be able to work on assignments, but a student who is sick in bed with an illness may not.
7. Access to a teacher during the teacher's office hours. Office hours must be clearly posted and the teacher must meet them. It is a good idea for teachers to keep records of their own presence at their office hours as well as the time students spend with them, should a family question the support a student receives. It is not unusual for students to say they have been in attendance when they have not.
8. Instruction in the material that is to be assessed. For example, the teacher may provide videos, provide direct instruction, work individually with students, or provide guided note packets, study guides, worked problem sets, or other resources with clear links to the material to be assessed.
9. Clear expectations for work that is to be graded. Examples may be explained or posted for student review. Teachers should be able to explain how student work may be improved for the next assessment cycle.
10. To be able to ask questions without fear of reprisal, criticism, or penalty. No matter what a student asks, or how they ask it, a teacher should be professional enough to handle the request calmly, seriously, and with respect for the question. Student questions should always be taken at face value.

Coversheet

Proposed Budget 2021-2022

Section: II. Finance
Item: A. Proposed Budget 2021-2022
Purpose: FYI
Submitted by:
Related Material: FY 21-22 Proposed Budget 05.31.21.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](#):

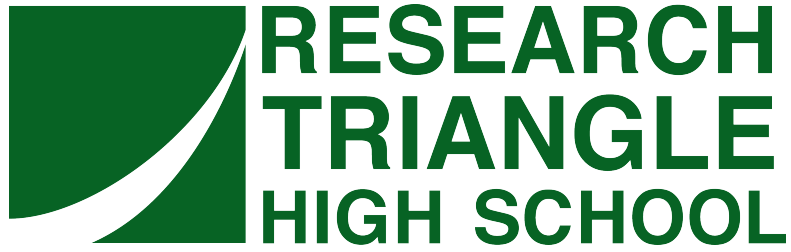
FY 21-22 Proposed Budget 05.31.21.xlsx

Coversheet

Development Committee Issues / Goals Status

Section: IV. Development
Item: A. Development Committee Issues / Goals Status
Purpose: FYI
Submitted by:
Related Material: 2021_06_09_development_committee_meeting_minutes.pdf

DRAFT



Research Triangle High School

Minutes

Development Committee Meeting

Monthly Development Meeting

Date and Time

Wednesday June 9, 2021 at 2:30 PM

Location

Topic: Development Committee

Time: Jun 9, 2021 02:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://rthighschool.zoom.us/j/6522016569?pwd=c3ZuTnV0V0krVGp0MS9EVi8xQitUdz09>

Meeting ID: 652 201 6569

Passcode: 239898

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:

Topic: Development Committee

Time: Jun 9, 2021 02:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://rthighschool.zoom.us/j/6522016569?pwd=c3ZuTnV0V0krVGp0MS9EVi8xQitUdz09>

Meeting ID: 652 201 6569

Passcode: 239898

Committee Members Present

C. Coia (remote), C. Mugge (remote), S. Carty Vetere (remote)

Committee Members Absent

A. Fenoglio, M. Johnson, N. Danehower, R. THALLA, S. Rivers-Kobler, T. Medhin

Guests Present

E. Grunden (remote), Z. Playe (remote)

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 Jun 9, 2021 at 2:30 PM.

II. Director of Development Update

A. Introductions of New Development Director and Committee Members

Zoe Playe, RTHS's new Development Director joined the call. Each of the committee members introduced themselves. Zoe also introduced herself. She has extensive development background and has a number of ideas on how to improve the school's engagement and giving.

Carmen reviewed the Development presentation from the retreat in Oct to show the focus areas.

B. Help needed from Board

We discussed the important role that Board members have in introductions to potential corporate partners.

III. New Initiatives

A. Community Grant Opportunities

Carmen reviewed the work that was done to consolidate the list of RTHS parents and their employers for the purpose of approaching the parents about applying for community grants from their employers. The proposed letter has not been sent to the parents and it is now too late to do so because it is the end of the school year.

B. Exploiting Bloomerang

We discussed the potential power of Bloomerang as a relationship management tool. There is a need to improve the information in the tool by adding the parents' employers, including all giving to the school to various clubs and expanding it to include potential donors. Zoe will be contacting Jay Liotta to learn how to better automate the input of data.

IV. Development Actions from Retreat

A. Overall Strategic Plan

B. Consolidation of Fundraising Activities

Carmen recapped the unfinished business associated with the consolidation of the fundraising across the school. Some of the goals of the consolidation are to track all of the activity in Bloomerang and to use the Raptor Fund outreach efforts to fundraise for the school's organizations.

V. 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 3:30 PM.

Respectfully Submitted,
C. Mugge