

Research Triangle High School

RTHS Board Meeting

Date and Time

Wednesday August 25, 2021 at 5:30 PM EDT

Location

Due to the COVID-19 concerns, 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, or where specified otherwise. Meetings are normally held onsite at 5:30pm until 7pm, upstairs in the FBC Conference Room.]

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

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Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance			5 m
B. Call the Meeting to Order		Sondra Rivers-Kobler	1 m
C. Board Meeting Minutes - June 16, 2021	Approve Minutes	Sondra Rivers-Kobler	2 m
D. Board Meeting Minutes - July 22, 2021 (Special Board Meeting)	Approve Minutes	Sondra Rivers-Kobler	2 m
E. Board Meeting Minutes - July 28, 2021 (Special Board Meeting)	Approve Minutes	Sondra Rivers-Kobler	2 m
F. Approval of Consent Agenda	Vote	Sondra Rivers-Kobler	2 m
	<ul style="list-style-type: none"> • June 16, 2021 Board Meeting Minutes • July 22, 2021 Special Board Meeting Minutes • July 28, 2021 Special Board Meeting Minutes 		
II. Public Comments			5:44 PM
A. dPLT	Discuss		5 m
B. Other Comments	Discuss		5 m
III. Finance			5:54 PM
A. Monthly Financial Report and Updates	Discuss	Alex Quigley	10 m
	<ol style="list-style-type: none"> 1. 2020-21 Final Financial Report 2. Monthly Update 2021-22 Financial Report 		
B. Finance Committee / Goals Update	FYI		2 m

Purpose Presenter Time

2021-2022 Goals:

- TBD

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](#)

IV. Academic Excellence **6:06 PM**

A. Committee Updates / Goals Status FYI Elizabeth Cunningham 5 m

2021-2022 Goals:

- TBD

2020-2021 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](#)

V. Development **6:11 PM**

A. Development Committee Issues / Goals Status FYI Carmen Mugge 5 m

2021-2022 Goals:

Purpose Presenter Time

- TBD

2020-2021 Goals:

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

VI. Governance **6:16 PM**

A. Governance Meeting Updates FYI Mark Johnson 5 m

2021-2022 Goals:

- TBD

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](#)

VII. CSO Report **6:21 PM**

A. CSO Updates - Specific Items Discuss Eric Grunden 10 m

1. ADM (Average Daily Membership) - student enrollment
2. ACT submission from last school year
3. dPLT

B. CSO Updates - General Discuss Eric Grunden 10 m

- Successes
- Challenges

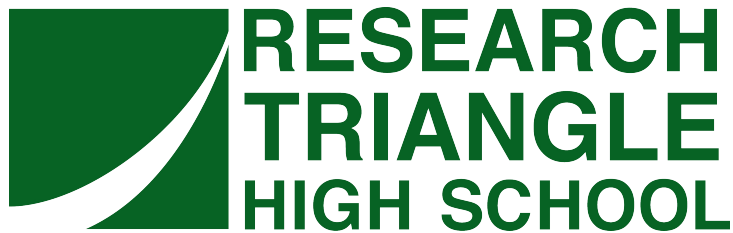
	Purpose	Presenter	Time
• Assistance/approval required from the board			
VIII. Other Business (As Needed)			6:41 PM
A. Proposed New High School Charter Update	FYI	Alex Quigley	2 m
• Update on the new Charter application			
IX. Executive Session			6:43 PM
A. Personnel Matter Discussion			20 m
X. Closing Items			7:03 PM
A. Adjourn Meeting	Vote	Sondra Rivers-Kobler	2 m

Coversheet

Board Meeting Minutes - June 16, 2021

Section: I. Opening Items
Item: C. Board Meeting Minutes - June 16, 2021
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for RTHS Board Meeting on June 16, 2021

APPROVED



Research Triangle High School

Minutes

RTHS Board Meeting

Date and Time

Wednesday June 16, 2021 at 5:30 PM

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.]

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

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Meeting ID: 982 8321 6480

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Directors Present

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

Directors Absent

M. Bliss, R. THALLA, T. Medhin

Guests Present

A. Tobien (remote), E. Grunden, J. Wood, Z. Playe (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 16, 2021 at 5:35 PM.

C. Board Meeting Minutes

C. Mugge made a motion to approve the minutes from RTHS Board Meeting on 05-19-21. M. Johnson seconded the motion.

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

Roll Call

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

D. Monthly Financial Report and Updates

E. CSO Report

- Plans to improve quality of service provided to students
- Attrition slower; Current enrolment is 603; lot lower than it normally is

- Monitoring teachers differently; Some changes in Administration
- More hiring done this year; Some departures too
- Accountability to be done with students/parents
- RTHS Course Expectations at the beginning of School year - Sharing with parents too; So far, has been shared with Teachers only

F. Approval of Consent Agenda

C. Mugge made a motion to approve Consent Agenda.

M. Johnson seconded the motion.

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

Roll Call

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

C. Mugge made a motion to approve Consent Agenda.

M. Johnson seconded the motion.

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

Roll Call

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

II. Finance

A.

Proposed Budget 2021-2022

- To be submitted to DPI; To be approved today

A. Quigley made a motion to approve the proposed Budget for 2021-2022.

S. Rivers-Kobler seconded the motion.

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

Roll Call

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

B. Finance Committee / Goals Update

III. Academic Excellence

A. Committee Updates / Goals Status

- Provided support to students impacted by irregular Math instruction; Communication to all parents/students
- Some matters to be addressed next school year was also discussed;
- Testing done of students: Proficiency in English about 82% range; Pass was at 84% for Math (students who score higher did not take the test); Learning from this - how do you provide intervention based on the score?
- No information yet of performance by other schools

IV. Development

A. Development Committee Issues / Goals Status

- Zoe Playe: New Development Director
- Community Grant Opportunities: Drafted Letter to Parents (not gone out yet); Created a Worksheet with Contact Info
- Better utilize Bloomerang tool
- One of the Activities this year: Consolidation of Fundraising at School - introductory meeting; Will need to be resurrected

- October: Fundraising time; Have clear communication; Students performance - Spotlight themselves; Robotics
- Important to plan and have at least 60-90 days time for fundraising activities

V. Governance

A. Governance Meeting Updates

- Officers for 2021-2022: Chair

M. Johnson made a motion to approve Sondra Kobler as new Chair.

C. Mugge seconded the motion.

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

Roll Call

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

M. Johnson made a motion to approve Sondra Kobler as new Chair.

C. Mugge seconded the motion.

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

Roll Call

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

M. Johnson made a motion to approve Carolyn Coia as Vice-Chair.

G. Rodgers seconded the motion.

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

Roll Call

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

M. Johnson made a motion to approve Sherry Carty Vetere.

C. Rao seconded the motion.

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

Roll Call

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

M. Johnson made a motion to approve Alex Quigley as Treasurer.

S. Rivers-Kobler seconded the motion.

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

Roll Call

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

- Finance: Alex Quigley, Chair
- Academic Excellence: To be filled (Involve a Staff Member to help with Data - Ms. Angela Cooper?); S. Hunter to follow up with M. Johnson - Will be a Chair or not
- Development: To be filled; Carmen Mugge will continue to assist
- Governance: Mark Johnson, Chair

VI. Other Business (As Needed)

A. Proposed New High School Charter Update

- Progress being made on Application; Board approval required before submitting
- To give a draft to Board for their review; Potential Board Meeting in July?

(A. Quigley dropping off the meeting now)

VII. Executive Session

A. Personnel Matter Discussion

C. Rao made a motion to go into Executive Session to discuss Personnel Matters.

C. Mugge seconded the motion.

Z. Playe left the meeting prior to Motion

J. Wood left meeting prior to Motion

A. Tobien left meeting prior to Motion

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

Roll Call

A. Quigley Absent

S. Rivers-Kobler Aye

C. Rao Aye

M. Bliss Absent

R. THALLA Absent

S. Hunter Aye

E. Cunningham Aye

G. Rodgers Aye

C. Mugge Aye

M. Johnson Aye

T. Medhin Absent

S. Carty Vetere Aye

C. Coia Aye

- Discussion ensued

C. Mugge made a motion to come out of the Executive Session.

S. Hunter seconded the motion.

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

Roll Call

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

VIII. 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 7:07 PM.

Respectfully Submitted,

G. Rodgers

C. Mugge made a motion to Adjourn the meeting.

S. Hunter seconded the motion.

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

Roll Call

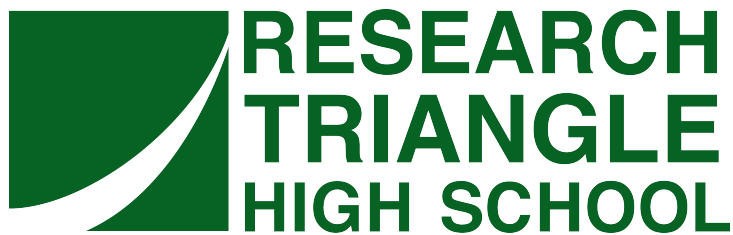
C. Coia	Aye
C. Rao	Aye
M. Bliss	Absent
M. Johnson	Aye
S. Hunter	Aye
A. Quigley	Absent
S. Rivers-Kobler	Aye
S. Carty Vetere	Aye
E. Cunningham	Aye
C. Mugge	Aye
R. THALLA	Absent
G. Rodgers	Aye
T. Medhin	Absent

Coversheet

Board Meeting Minutes - July 22, 2021 (Special Board Meeting)

Section: I. Opening Items
Item: D. Board Meeting Minutes - July 22, 2021 (Special Board Meeting)
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on July 22, 2021

APPROVED



Research Triangle High School

Minutes

Special Board Meeting

WTHS Charter Approval

Date and Time

Thursday July 22, 2021 at 5:30 PM

Location

RTHS Board Room

Due to the focus of this meeting and the need for some physical signatures, please attend in person if possible.

If you are unable to attend in person the Zoom teleconference link is:

<https://rthighschool.zoom.us/j/98283216480>

Or a dial in number is [1 301 715 8592](tel:13017158592). Meeting ID: 982 8321 6480

Directors Present

C. Coia, C. Rao, E. Cunningham (remote), G. Rodgers, M. Johnson (remote), S. Carty Vetere (remote), S. Hunter

Directors Absent

A. Quigley, C. Mugge, M. Bliss, R. THALLA, S. Rivers-Kobler, T. Medhin

Guests Present

E. Grunden, M. Hall (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 Thursday Jul 22, 2021 at 5:31 PM.

II. 2021-22 School Calendar Year

A. CSO Update

- Hired all of the Staff except 2
- Hired complete staff for Math (Experienced; Board Certified; Doctorate; Very Competent); Big training program in place;
- 6 Teacher coaches now
- Teachers report on August 4; Students start new School year on August 11
- Board to meet Staff (tentatively on Monday, August 9)

B. Digital Learning Days Proposal

Presented by Mamie Hall

- To introduce this Program to address situation where some students work well at home and can be independent vs. those who do better in school and may need more close supervision and instruction
- Fridays: To work with group of students who need to be driven and motivated; utilize ability of some students who can work independently and identify those who need additional support/small group push to reach their potential
- Start the process; Implementation may happen only after a month or two; Parent survey will also be done on this Program
- Proper communication to go out to parents about the Program (Carolyn Coia joined the meeting)

G. Rodgers made a motion to Accept the Program as an Option.

C. Coia seconded the motion.

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

Roll Call

S. Hunter	Aye
C. Coia	Aye
C. Rao	Aye
C. Mugge	Absent
R. THALLA	Absent
G. Rodgers	Aye

Roll Call

S. Carty Vetere Aye
A. Quigley Absent
E. Cunningham Aye
M. Bliss Absent
T. Medhin Absent
S. Rivers-Kobler Absent
M. Johnson Aye

III. Audit and Board Documentation

A. Paperwork and Document Updates

- Signed Conflict of Interest policy (those joining remotely need to sign and send it to CSO)
- Signed Nepotism policy (those joining remotely need to sign and send it to CSO)

IV. Closing Items

A. Adjourn Meeting

M. Johnson made a motion to adjourn the meeting.
E. Cunningham seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:46 PM.

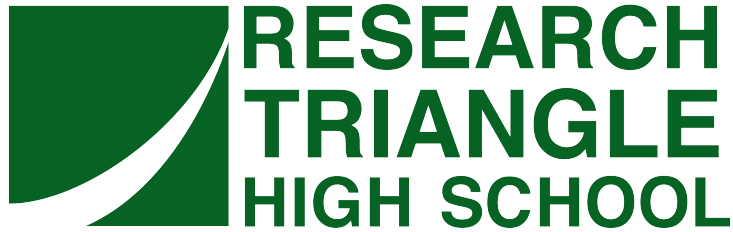
Respectfully Submitted,
G. Rodgers

Coversheet

Board Meeting Minutes - July 28, 2021 (Special Board Meeting)

Section: I. Opening Items
Item: E. Board Meeting Minutes - July 28, 2021 (Special Board Meeting)
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on July 28, 2021

APPROVED



Research Triangle High School

Minutes

Special Board Meeting

WTHS Charter Approval / Charter School Training

Date and Time

Wednesday July 28, 2021 at 5:00 PM

Location

RTHS Board Room

Due to the focus of this meeting and the need for some physical signatures, please attend in person if possible.

If you are unable to attend in person the Zoom teleconference link is:

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Or a dial in number is [1 301 715 8592](tel:13017158592). Meeting ID: 982 8321 6480

Directors Present

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

Directors Absent

C. Coia, M. Bliss, S. Hunter, T. Medhin

Guests Present

A. Tobien (remote), E. Grunden

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 Jul 28, 2021 at 5:23 PM.

II. Charter School Training

A. Charter School Board Training

Meeting started at 5.07 pm with a Presentation by School Attorney Ms. Lisa Gordon

- Board members are Fiduciaries; Not responsible for day to day operations done by Director (CSO); Responsible for the big picture
- Right of every Board member to get information about the school; Right to demand information about Budget/Operations/Student performance/etc
- Board members are empowered to ask questions about school viability/finance matters etc
- Board must make sure there are clear rules in place Re: finance practices
- Board always speak together as a Board/Not as Individuals; No one Board member is more powerful than the other even though they may be Officers like Chair/Vice-Chair/Secretary etc; All Board members have equal rights to access/information
- Board must not get involved in Personnel matters of the school unless it comes before the Board
- Open Meeting Laws: For emergency meetings, post notice as much early as possible/Talk only about the item for which the meeting has been called; No extraneous items should be discussed during this meeting
- Voting must be done in open sessions
- Limit closed sessions to only those reasons that are allowed for ex. Real estate matters, Personnel-related
- Public Records Law: Substantive discussions in email will be an issue; As a general rule, Personnel information is confidential; However, a document can be created on request containing information about personnel like date of hire, name, qualifications, experience etc. This is treated as Public Record

III. Charter School Application

A. WTHS Application

- Impact on RTHS if West Triangle HS is started; WTHS to start in 2023; Plan is to hire addtl. staff members; Train AP in the meantime and have them on the property till such time WTHS is ready for a new leader; Plan is to run RTHS like before with little to no disruption as a new leader/staff will run WTHS
- Real Estate related work for WTHS: Will require immense work by CSO and Board; Can be demanding and time consuming; Rest of school work is replicable and not likely to pose an issue as WTHS is being based on a proven model namely RTHS; Key is to have a good leader take on/over the responsibility of running WTHS - that will make all the difference in handling all aspects of running WTHS
- Important to identify risks and the ways it can be mitigated; One way to look at it is this is least risky way of starting a new school due to factors like a fully functioning, existing Board/Experienced CSO/Successful model
- Once Charter School application is approved and the Access Grant is confirmed, the Advisory Committee will take over and get the process in motion with potential Board members in it and identify a good leader

Action Items:

- Have Ms. Lisa Gordon draft a list of requisites for Board to consider to move forward and agree for setting this in motion
- Have Field Partners, create Project Manager and get views on the Feasibility Study
- Document Risks and ways it can be mitigated

B. Charter School Application Approval Vote

S. Rivers-Kobler made a motion to Accept Charter School Application for submitting today.

C. Mugge seconded the motion.

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

Roll Call

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

S. Rivers-Kobler made a motion to have a WTHS Roadmap created which would include the timeline for the program, tollgates (i.e., go/no-go decision points), costs, risks and options to mitigate the risks.

G. Rodgers seconded the motion.

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

Roll Call

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

IV. Executive Session (If needed)

A. Personnel Matter Discussion

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 6:30 PM.

Respectfully Submitted,

G. Rodgers

M. Johnson made a motion to adjourn the meeting.

C. Mugge seconded the motion.

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

Roll Call

S. Rivers-Kobler	Aye
M. Johnson	Aye
S. Carty Vetere	Aye
G. Rodgers	Aye
C. Mugge	Aye
S. Hunter	Absent
C. Rao	Aye
R. THALLA	Aye

Roll Call

C. Coia	Absent
T. Medhin	Absent
E. Cunningham	Aye
M. Bliss	Absent
A. Quigley	Aye

Coversheet

dPLT

Section: II. Public Comments
Item: A. dPLT
Purpose: Discuss
Submitted by:
Related Material: dPLT_Friday_Proposal.pdf

dPLT Friday Proposal

dPLT = differentiated Personalized Learning Time

Differentiation = tailoring instruction to meet individual needs

The Office of Charter Schools has indicated support for this project as an innovative use of instructional time that leverages the school's program. They have provided us with the pathway to amending our charter to incorporate these dPLT days permanently. The first step is board approval of the proposal and passage of the resolution by the board. We would then submit the approved resolution to OCS to become an amendment to our charter.

I would appreciate your consideration of the following proposal. Our team is happy to address concerns or make changes to better support the school's mission, vision, and values.

Rationale:

One of the lessons we learned during the pandemic induced remote learning was that some students thrive with adequate time for independent work and have less need for direct face-to-face instruction while others really struggle in that environment and need more small group or 1:1 instruction.

Goals:

- Recoup Covid-19-induced learning inequalities.
- Challenge students who aren't reaching their full potential.
- Support students who need additional contact time to better manage their work.
- Encourage students who lack confidence in their ability.
- Provide direct instruction as needed.
- Give time and space for small group work.
- Afford independent work time when appropriate.
- Implement interventions as identified through our MTSS¹ program.
- Identify the underlying cause(s) of student struggles.
- Address social-emotional needs.

Identifying Students:

Students who have been identified as needing more synchronous support will attend school. All other students will work asynchronously, unless they opt to be present at school for synchronous work.

A student may only join at the start of the cycle and will attend for the entire cycle.

Teachers will be provided with a list of all students in their classes. They will be asked to classify the students using the a drop down menu with the following options:

¹ Multi-Tiered System of Support: the state-mandated identification and intervention system for students.

- Asynchronous Work
- iPLT - Incomplete Assignments
- iPLT - Knowledge/Skill Direct Instruction
- iPLT - Additional Challenge/Enrichment

These students will be placed into sessions with their classroom teacher and/or instructional support staff based on their individual needs.

Accountability:

- Families and students will be notified in advance and students are REQUIRED to attend.
- Students will be marked absent in PowerSchool and parents contacted if students do not attend.
- Students who do not take advantage of the opportunity for additional support may not earn credit for the course.
- All asynchronous students will be counted present, provided they meet predetermined conditions for presence (check in or some other contact with the teacher).
- Students working asynchronously would NOT get additional assignments, but additional time to work on their assignments.

Schedule:

We would reevaluate which students come to iPLT for each “cycle”. This means that students are not locked into synchronous attendance but will be invited on the basis of need, allowing for improvement.

- Cycle 1 - September 3 - October 22
- Cycle 2 - October 29 - December 17
- Cycle 3 - January 7 - February 25
- Cycle 4 - March 4 - April 29
- Cycle 5 - May 6 - 22 (A short cycle to prepare for EOC and final accountability)

On Friday iPLT days we will run a modified early release Friday schedule. Each teacher will identify students they would like to see during the day and students will be scheduled into four blocks.

Each Block is 65 Minutes.

8:45 - 9:50	1st Block
9:55 - 11:00	2nd Block
11:00 - 12:05	3rd Block
12:10 - 12:35	Lunch
12:40 - 1:45	4th Block

A sample schedule:

August 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 New to RTHS tPLT	3 New to RTHS tPLT	4 New to RTHS tPLT	5 Full Staff tPLT	6 Full Staff tPLT	7
8	9 Full Staff tPLT	10 Full Staff tPLT	11 First Day of Class	12	13 ALL students on Friday Schedule	14
15	16	17	18	19	20 ALL students on Friday Schedule	21
22	23	24	25	26	27 Parent Engagement Day ²	28
29	30	31				

September						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 iPLT Cycle 1	4
5	6 Holiday	7	8	9	10 iPLT Cycle 1	11
12	13	14	15	16 Holiday	17 iPLT Cycle 1	18

² This day is set aside to meet with or contact parents and let them know why their child is being invited to participate

19	20	21	22	23	24 iPLT Cycle 1	25
26	27	28	29	30		

October						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 iPLT Cycle 1	2
3	4	5	6	7	8 iPLT Cycle 1	9
10	11	12	13 PSAT	14	15 Regular Friday Schedule³	16
17	18	19	20	21	22 iPLT Cycle 1	23
24	25 Full Staff tPLT Grades Updated in Power School	26 Full Staff tPLT Parent Engagement	27	28	29 iPLT Cycle 2	30
31						

November						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 iPLT Cycle 2	6

³ Fridays can be used to make up for other weekdays missed instead of iPLT work.

7	8	9	10	11 Holiday	12 Regular Friday Schedule	13
14	15	16	17	18	19 iPLT Cycle 2	20
21	22	23	24 Holiday	25 Holiday	26 Holiday	27
28	29	30				

December						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 iPLT Cycle 2	4
5	6	7	8	9	10 iPLT Cycle 2	11
12	13	14	15	16	17 iPLT Cycle 2	18
19	20 Full Staff tPLT	21 Full Staff tPLT Grades Updated in Power School	22 Holiday	23 Holiday	24 Holiday	25
26	27 Holiday	28 Holiday	29 Holiday	30 Holiday	31 Holiday	

January 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Full Staff tPLT Parent Engagement	4	5	6	7 iPLT Cycle 3	8

9	10	11	12	13	14 iPLT Cycle 3	15
16	17 Holiday - MLK Day	18	19	20	21 Regular Friday Schedule	22
23	24	25	26	27	28 iPLT Cycle 3	29
30	31					

February 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 iPLT Cycle 3	5
6	7	8	9	10	11 iPLT Cycle 3	12
13	14	15	16	17	18 iPLT Cycle 3	19
20	21 Holiday - Presidents Day	22	23	24	25 Regular Friday Schedule	26
27	28 Full Staff tPLT Grades Updated in Power School					

March 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

		1 Full Staff tPLT Parent Engagement	2	3	4 iPLT Cycle 4	5
6	7	8	9	10	11 iPLT Cycle 4	12
13	14	15	16	17	18 iPLT Cycle 4	19
20	21	22	23	24	25 iPLT Cycle 4	26
27	28	29	30	31		

April 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 iPLT Cycle 4	2
3	4	5	6	7	8 iPLT Cycle 4	9
10	11 Holiday	12 Holiday	13 Holiday	14 Holiday	15 Holiday	16
17	18 Holiday	19	20	21	22 Regular Friday Schedule	23
24	25	26	27	28	29 iPLT Cycle 4	30

May 2022						
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Full Staff tPLT Grades Updated in Power School	3 Full Staff tPLT Parent Engagement Holiday - Eid	4	5	6 iPLT Cycle 5	7
8	9	10	11	12	13 iPLT Cycle 5	14
15	16	17	18	19	20 iPLT Cycle 5	21
22	23	24	25	26	22 iPLT Cycle 5	28
29	30 Holiday - Memorial Day	31 Full Staff tPLT				

June 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Exams	2 Exams	3 Exams	4
5	6 Exams	7 Exams	8 Exams	9 Exams	10 Exam Make Up	11 Graduation
12	13 tPLT	14 tPLT	15 tPLT	16	17	18

Addressing Concerns:

- Students who rely on school for food, social/emotional, tech support:
 - These students will be invited/allowed to attend. If they do not need face-to-face time with their teachers, they will have a separate space to complete their asynchronous work.
- Struggling students feeling like they are being “punished”:
 - We will work hard to present this as an opportunity, not a punishment. We will not

“threaten” students with iPLT. Academic needs will be met during the regular school day, so students receiving those supports may not need to attend.

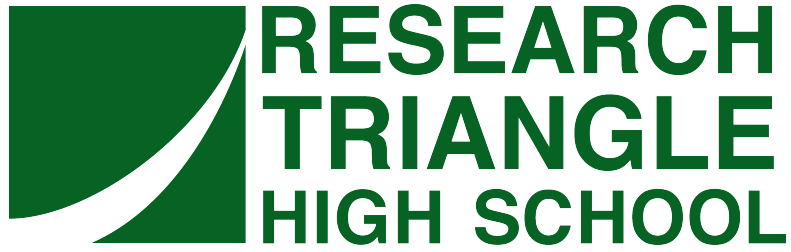
- Not meeting the needs of advanced students:
 - Invite them! If you have advanced students who aren’t reaching their potential, they should come.
- Does asynchronous work penalize students?
 - Teachers would provide feedback to students about work quality in order to ensure that asynchronous work is being done at a comparably high level to work done in class in face-to-face time. Students whose work does suggest a need for presence can be invited for face to face work.
 - To prevent content instruction loss, teachers would shift active instruction to other days and use Friday time for individual work. This would result in no net loss of instructional time.
- Unequal distribution of work between teachers:
 - All teachers will be encouraged to invite students who need additional face-to-face time. This includes AP and other advanced classes. If a teacher does have an uneven distribution we will work as a department to support them.
- Shortened weeks with holidays and testing:
 - These weeks we will use Friday as a full day the way we have this year. This schedule will be created and shared at the start of the year so it is clear for all staff and families.
- Students who request to attend:
 - Teachers will decide if they want to allow this student to attend. A student may only join at the start of the cycle and will attend for the entire cycle.
- Teachers who don’t use this time to support students:
 - Administrators and coaches will be monitoring and supporting teachers to ensure this is a productive use of everyone’s time.

Coversheet

Development Committee Issues / Goals Status

Section: V. Development
Item: A. Development Committee Issues / Goals Status
Purpose: FYI
Submitted by:
Related Material: 2021_08_11_development_committee_meeting_minutes.pdf

DRAFT



Research Triangle High School

Minutes

Development Committee Meeting

Date and Time

Wednesday August 11, 2021 at 2:30 PM

Location

Zoom Meeting

Join Zoom Meeting

[https://us02web.zoom.us/j/84300831753?](https://us02web.zoom.us/j/84300831753?pwd=SWN5RUhtckt0Mnp2eUYwd0hHNmd1Zz09)

[pwd=SWN5RUhtckt0Mnp2eUYwd0hHNmd1Zz09](https://us02web.zoom.us/j/84300831753?pwd=SWN5RUhtckt0Mnp2eUYwd0hHNmd1Zz09)

Meeting ID: 843 0083 1753

Passcode: 206933

One tap mobile

+13017158592,,84300831753#,,,,*206933# US (Washington DC)

+13126266799,,84300831753#,,,,*206933# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 843 0083 1753

Passcode: 206933

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

Join by SIP

84300831753@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)
149.137.68.253 (Mexico)
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: 843 0083 1753
Passcode: 206933

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](https://rthighschool.zoom.us/j/6522016569?pwd=c3ZuTnV0V0krVGp0MS9EVi8xQitUdz09)

Meeting ID: 652 201 6569

Passcode: 239898

Committee Members Present

C. Coia (remote), C. Mugge (remote), N. Danehower (remote), R. THALLA (remote), S. Rivers-Kobler (remote), Z. Playe (remote)

Committee Members Absent

M. Johnson

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 Aug 11, 2021 at 2:30 PM.

II. Discuss 10 Year Anniversary Plans

A. Plan Details

Zoe brought the team up to speed on 2 celebrations this school year:

- Homecoming
 - Oct 14
 - Inside building with tours and showcase - Board Members and alums invited. **Since the Committee meeting, this event is**

being postponed and possibly done in some other form due to the various renovation projects being behind schedule.

- Details, regarding food and speakers TBD
- Oct 15
 - Tailgate prior to the soccer game - oriented towards alums, students and parents
- 10th Anniversary Celebration
 - March 26th
 - Walk/5k Fundraiser - community building
 - Sponsors, tee shirts etc
 - Additional details forthcoming

B. Help needed from Board

We ask for the Board's participation in the Oct. 14th and March 26th events.

III. New Initiatives

A. Community Grant Opportunities

Zoe will verify with Mae as to how and when to export data from enrollment tool and power school into Bloomerang to establish communications with parents about community grants and their employers.

B. Exploiting Bloomerang

Part of discussion regarding community grants and parent's employers.

IV. Development Actions from Retreat

A. Overall Strategic Plan

The Development Strategic Plan will be updated in time for the Board Retreat.

B. Consolidation of Fundraising Activities

Zoe reported that the Raptor fund annual giving outreach will include the ability to target funds to specific areas or organizations.

V. Other Business

A. Raptor refresh

Zoe provided an update on the Raptor Refresh that occurred on 7/31. Parents volunteered to do school refresh activities such as painting, etc and it was well attended. In the future, staff and board will be invited and encouraged to attend.

VI. 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

Coversheet

CSO Updates - Specific Items

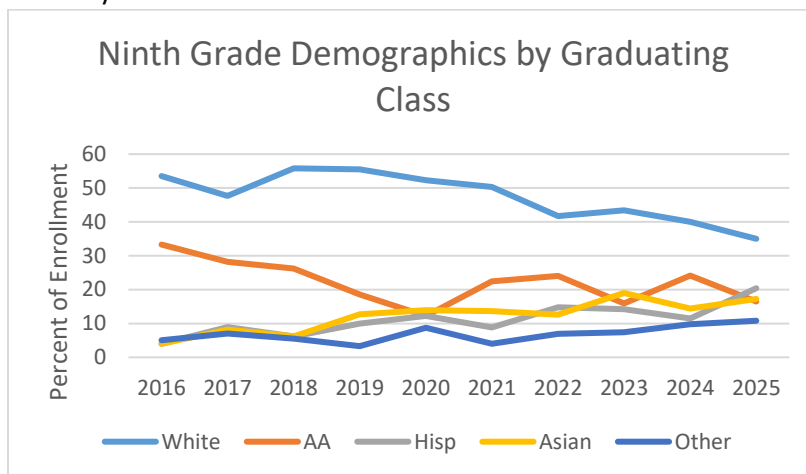
Section: VII. CSO Report
Item: A. CSO Updates - Specific Items
Purpose: Discuss
Submitted by:
Related Material: CSO Report 081821.pdf
Final Hire List 082521.docx.pdf

CSO Report 08/25/21

I. State of School

a. Enrollment update

- i. Day 11: 587 (budget target day 20: 577)
 - 1. Grade 9: 152
 - 2. Grade 10: 149
 - 3. Grade 11: 163
 - 4. Grade 12: 120 (all grade counts include students retained from previous years, and most will catch up and transition to the appropriate grade level next year)
- ii. Attrition is higher than usual, mostly due to COVID-related issues. A detailed report will be provided at the September meeting.
- iii. Diversity of school continues to increase:



b. Staff status

- i. See CSO Action Items for hire list to approve
- ii. Expansion in math, English in order to provide additional support for literacy and math development. This is consistent with the charter.
- iii. New positions
 - 1. Director of Educational Analytics
 - 2. Testing Coordinator/Teacher coach
 - 3. Development Director
- iv. Search to be conducted for new Dean of Students

c. Physical plant upgrades

- i. Finish work nearly complete. Some wall covering work to be completed and final punch list
- ii. Landscaping continues with addition of raised bed, trellis wall, and additional bench seating/garden areas.

d. Charter renewal

- i. Advanced to renewal year 2, have completed all required tasks to date.
- ii. Waiting for feedback on stage 1 and new year 2 tasks

- II. PreACT issue
 - a. The PreACT is required by DPI to be given to 10th grade students annually.
 - b. RTHS gave the exams as required, but failed to send the exams in time to be graded.
 - c. RTHS received a Testing Violation letter from NCDPI, which required two actions:
 - i. Administer the PreACT to all current 10th and 11th graders so that last year's 10th graders who received no scores would have them before the administration of the ACT in March of 2022. This will happen in November 2021.
 - ii. Work with the Regional Accountability Coordinator to clarify policies and procedures for the PreACT.
 - d. To prevent this from happening again, RTHS has taken the following actions:
 - i. Created a new testing coordinator position to provide sufficient capacity to address RTHS' increasing testing needs.
 - ii. Move the testing coordinator duties from the counseling department to this new position.
 - iii. Written new planning and communication policies and procedures to address all standardized testing instances for the school year, including
 - 1. Sufficient advanced notification of parents and students of test registration procedures
 - 2. Alternate testing officials to maintain continuity in the event of a problem that prevents the primary testing coordinator from acting
 - e. The school regrets the problems that this error caused for students and families. This failure highlighted a weakness in our system that had not been previously exposed. We have learned from this experience and made changes to our systems as a result.
- III. dPLT Fridays
 - a. The RTHS administration has submitted a proposal to the board to provide targeted and focused additional instruction to students identified as needing additional support, or for those who are looking for an additional challenge.
 - b. The mechanism for this is to leverage the fraction of students who demonstrate an ability to work independently without direct teacher supervision and produce high quality work.
 - i. These students would be allowed to work from home if they would like to.
 - ii. Other students would be expected to attend school as usual.
 - c. Survey Results
 - i. [This information](#) was presented to the Academic Excellence committee at its 8/24 meeting.
 - ii. Parent and faculty support are generally positive but there are significant questions to be answered before implementing.
 - d. We request that the RTHS Board reevaluate the proposal accepted at the July board meeting and allow the proposal to move forward to the Office of Charter Schools if that is the agreement of the school, board, and families. If this is not approved, the school will continue to refine the proposal for future consideration.

Faculty Changes for Board Approval

(Most of these names have been presented in previous meetings; this is a complete list with new hires listed in italics.)

New Hires

1. Math
 - a. Susie Lee (BOOST)
 - b. Emily Madsen (Math 2/3)
 - c. *Dr. Hilary Sawyers* (Math 2/3)
 - d. *Dr. Ani Tshantshapanyan* (Calculus BC, Math 3 Honors)
2. Science
 - a. Heather Futrell (Chemistry)
 - b. Thomas Slusser (Environmental Science)
 - c. Jennifer Walker (Physics)
3. English
 - a. Sarah Anderle (English 2)
 - b. Madeline Carr (English 2)
 - c. Dina al-Sabawi (Literacy BOOST)
 - d. *Elizabeth Balazs* (English 1)
4. Social Studies
 - a. Elizabeth Godwin (American History/Civics)
5. Support/Administration
 - a. *Sandra Harris* (one on one support)
 - b. Zoë Playe (Director of Development)

I would be happy to discuss any of these hires in detail.