Research Triangle High School

RTHS Board of Directors Meeting

Date and Time

Wednesday September 17, 2025 at 5:30 PM EDT

Location

https://rthighschool.zoom.us/j/93566460638

Meeting ID: 935 6646 0638

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:30 PM**
	A. Record Attendance		Ailette Tobien	2 m
	B. Call the Meeting to Order		Elizabeth Cunningham	2 m
	Board Chair Elizabeth Cunningham will convene the meeting of the Board of Directors.			
II.	**Approve Board Meeting Minutes**			**5:34 PM**
	A. Board Meeting Minutes	Approve Minutes	Ailette Tobien	2 m
	The Board will review and approve the minutes from the August 20, 2025 Board of Directors meeting.			

		Purpose	Presenter	Time
	Approve minutes for RTHS Board of Directors Meeting on August 20, 2025			
B.	Approve Board Meeting Minutes	Approve Minutes	Ailette Tobien	2 m

The Board will review and approve the minutes from the August 20, 2025 Executive Session of the Board of Directors.

Approve minutes for RTHS Board of Directors Executive Session on August 20, 2025

III. Public Comments — 5:38 PM

A.	Open to all community members (students, family members, faculty and staff, community members, and others)	FYI	Elizabeth Cunningham	5 m

The RTHS Board of Directors welcomes and values input from members of the public during its meetings. In compliance with Open Meetings Law, the public is invited to attend all open meetings of the RTHS Board.

To complete its planned agenda effectively and efficiently, the Board designates a specific time for public comment at each regular monthly meeting. Individuals seeking to address the board must:

1. *Sign up at least two (2) hours before the start of the meeting by contacting the Board Chair in writing.*
2. *Each written request to comment must include the speaker's name, their contact information, and the subject of the comment.*
3. *Each speaker will have no more than three (3) minutes to address the Board.*

The following guidelines are observed during the public comment session:

1. *Comments must be directed to the Board of Directors.*
2. *Profanity and personal attacks are not permitted.*
3. *Board members do not engage in dialogue or respond to speakers.*
4. *Per state law, any discussion of personnel matters or attorney-client privileged issues must occur in a closed session.*

Thank you for your cooperation and your continued commitment to RTHS.

IV. Chief School Officer Report — 5:43 PM

		Purpose	Presenter	Time
A.	Executive Overview	Discuss	Akiba Griffin	10 m

RTHS Chief School Officer (CSO) Akiba Griffin will share information about key school events and activities.

V. Governance Committee Report **5:53 PM**

		Purpose	Presenter	Time
A.	Governance Committee Business	Vote	Michael Dwomoh	10 m

Committee Chair Michael Dwomoh will present the following items for Board review and approval:

- **Proposed New Board Member**: Allison Saviello
- **Amendment to the RTHS Admissions and Enrollment Policy**

VI. Finance Committee Report **6:03 PM**

		Purpose	Presenter	Time
A.	RTHS Monthly Financials and Other Business	Discuss	Carolyn Coia	10 m

Committee Chair Carolyn Coia and Chief Operations Officer (COO) Alex Drake will present the following items for the Board's review:

- **Monthly Financials**: August 2025 budget reports
- Update on the School Audit
- **Student Enrollment Report**
- **Facility Updates**

VII. Academic Excellence Committee Report **6:13 PM**

		Purpose	Presenter	Time
A.	Academic Excellence Business	Discuss	Jeni Corn	10 m

Committee Chair Jeni Corn and CSO Griffin will present the following items for Board review:

- **School Engagement Team**: Update
- **Data review**: EOC State Test results, 2023-2025

		Purpose	Presenter	Time
VIII.	**Development Committee Report**			**6:23 PM**
A.	Development Committee Business	Discuss	Dina Requena	10 m

Committee Chair Dina Requena and CSO Griffin will present the following items for Board review:

- **School and Committee Focus**
- **Initial Action Steps**

		Purpose	Presenter	Time
IX.	**Other Business Matters**			**6:33 PM**
A.	As needed	Discuss	Elizabeth Cunningham	10 m

- **Annual Board of Directors Retreat**
  - September 23rd, 10:00 AM - 2:30 PM
  - The Frontier, Training Room, 600 Park Office Drive, Durham, NC 27709 *(directions to room)*
  - Agenda and materials posted on Board on Track
  - Email RE: lunch and pre-work
  - *Questions? Requests?*
- **Additional Items for Discussion?**

		Purpose	Presenter	Time
X.	**Closing Items**			**6:43 PM**
A.	Adjourn Meeting	Vote	Ailette Tobien	1 m

Coversheet

Board Meeting Minutes

Section: II. Approve Board Meeting Minutes
Item: A. Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for RTHS Board of Directors Meeting on August 20, 2025

APPROVED

Research Triangle High School

Minutes

RTHS Board of Directors Meeting

Date and Time
Wednesday August 20, 2025 at 5:30 PM

Location
Research Triangle High School
3106 East NC Highway 54
Durham, North Carolina 27709

or

https://rthighschool.zoom.us/j/93566460638
Meeting ID: 935 6646 0638

Directors Present
A. Tobien (remote), C. Coia (remote), E. Cunningham, J. Berla (remote), M. Dwomoh (remote), S. Hunter (remote), S. Rivers-Kobler (remote), T. Shahi (remote)

Directors Absent
D. Requena, J. Corn, M. Babb, P. Thermitus, S. Khaliq

Directors who arrived after the meeting opened
C. Coia

Guests Present

A. Drake (remote), A. Griffin, A. Soulashinh (remote), Anjali (remote), Ashwani (remote), Bekah (remote), C. Klein-Gloria (remote), George Pinsky (remote), John-Paul Schick, Joy (remote), Shweta Kautia (remote), sarah (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Cunningham called a meeting of the board of directors of Research Triangle High School to order on Wednesday Aug 20, 2025 at 5:36 PM.

II. Approve Board Meeting Minutes

A. Board Meeting Minutes

S. Hunter made a motion to approve the minutes from Board of Directors Meeting on 06-18-25.
M. Dwomoh seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Thermitus	Absent
J. Corn	Absent
T. Shahi	Aye
A. Tobien	Aye
J. Berla	Aye
C. Coia	Absent
E. Cunningham	Aye
S. Hunter	Aye
S. Khaliq	Absent
D. Requena	Absent
M. Dwomoh	Aye
M. Babb	Absent
S. Rivers-Kobler	Aye

B. Approve Board Meeting Minutes

M. Dwomoh made a motion to approve the minutes from RTHS Board of Directors Meeting on 07-13-25.
J. Berla seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Dwomoh	Aye
T. Shahi	Aye

Roll Call

J. Berla	Aye
M. Babb	Absent
S. Khaliq	Absent
C. Coia	Absent
J. Corn	Absent
D. Requena	Absent
A. Tobien	Aye
S. Rivers-Kobler	Aye
E. Cunningham	Aye
P. Thermitus	Absent
S. Hunter	Aye

III. Public Comments

A. Open to all community members (students, family members, faculty and staff, community members, and others)

None

C. Coia arrived.

IV. Chief School Officer Report

A. Executive Overview

A.Griffin provided an overview, details in slides attached to agenda:

- events at the school welcoming students back
- in addition Beta Club recognized at national convention and Stanford University to visit RTHS in Sep.

V. Finance Committee Report

A. RTHS Monthly Financials and Other Business

A. Drake provided an update on the Finance Committee, details on the slides attached to the agenda.

- The budget is slightly under the service to coverage ratio (rounds to 1.2) due to higher salary of the new staff and clarity on the funds is expected to get the surplus.
- Auditors on site on 16July2025.
- ADM at 577 (last year funded at 572) and attrition is lower than previous year.

VI. Executive Session

A. Executive Session

C. Coia made a motion to go into executive session for personnel matters.
S. Rivers-Kobler seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Shahi	Aye
M. Dwomoh	Aye
S. Khaliq	Absent
D. Requena	Absent
J. Corn	Absent
M. Babb	Absent
P. Thermitus	Absent
J. Berla	Aye
A. Tobien	Aye
E. Cunningham	Aye
S. Hunter	Aye
S. Rivers-Kobler	Aye
C. Coia	Aye

J. Berla made a motion to approve 4 new staff contracts to RTHS described in discussion.
A. Tobien seconded the motion.

- Diane Dowman, Science Teacher - Chemistry, Biology
- Colin McGuire, Science Teacher - Physics
- Susan Jeffries, Social Studies Teacher - Civics
- Donya Headen, School Counselor

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

Roll Call

A. Tobien	Aye
E. Cunningham	Aye
S. Khaliq	Absent
S. Hunter	Aye
T. Shahi	Aye
S. Rivers-Kobler	Aye
M. Dwomoh	Aye
P. Thermitus	Absent
C. Coia	Aye
J. Corn	Absent
M. Babb	Absent

Roll Call

J. Berla	Aye
D. Requena	Absent

VII. Governance Committee Report

A. Governance Committee Business

M. Dwomoh provided an update on the governance committee.

S. Rivers-Kobler made a motion to approve the board officers as listed in discussion.

C. Coia seconded the motion.

2025-26 BOARD OFFICERS FOR APPROVAL

- Board Chair: Elizabeth Cunningham
- Board Vice Chair: Steven Hunter
- Board Secretary: Ailette Tobien
- Finance Committee Chair and Treasurer: Carolyn Coia
- Academic Excellence Committee Chair: Jeni Corn
- Development Committee Chair: Dina Requena
- Governance Committee Chair: Michael Dwomoh
- CSO Evaluation Committee Chair: Carolyn Coia

2025-26 COMMITTEE VICE CHAIRS

- Finance Committee Vice Chair: Elizabeth Cunningham
- Academic Excellence Committee Vice Chair: Samina Khaliq
- Development Committee Vice Chair: Julian Berla
- Governance Committee Vice Chair: Carolyn Coia

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

Roll Call

S. Rivers-Kobler	Aye
T. Shahi	Aye
E. Cunningham	Aye
J. Corn	Absent
P. Thermitus	Absent
M. Dwomoh	Aye
C. Coia	Aye
M. Babb	Absent
S. Khaliq	Absent
D. Requena	Absent
A. Tobien	Aye
J. Berla	Aye
S. Hunter	Aye

C. Coia made a motion to approve the Financial Policies and Procedures.

S. Hunter seconded the motion.

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

Roll Call

P. Thermitus	Absent
E. Cunningham	Aye
J. Corn	Absent
C. Coia	Aye
M. Dwomoh	Aye
A. Tobien	Aye
D. Requena	Absent
S. Rivers-Kobler	Aye
S. Khaliq	Absent
J. Berla	Aye
M. Babb	Absent
S. Hunter	Aye
T. Shahi	Aye

S. Rivers-Kobler made a motion to approve the Emergency Preparedness and School Safety Manual.

S. Hunter seconded the motion.

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

Roll Call

C. Coia	Aye
E. Cunningham	Aye
S. Rivers-Kobler	Aye
T. Shahi	Aye
D. Requena	Absent
M. Babb	Absent
A. Tobien	Aye
S. Khaliq	Absent
S. Hunter	Aye
J. Corn	Absent
J. Berla	Aye
P. Thermitus	Absent
M. Dwomoh	Aye

C. Coia made a motion to approve Exceptional Children's Operating Procedure.

J. Berla seconded the motion.

Conditioned that the document format is standardized (especially the font throughout the document)

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

Roll Call

S. Hunter	Aye
M. Dwomoh	Aye
M. Babb	Absent
S. Rivers-Kobler	Aye
T. Shahi	Aye
C. Coia	Aye

Roll Call

E. Cunningham	Aye
S. Khaliq	Absent
J. Corn	Absent
P. Thermitus	Absent
A. Tobien	Aye
D. Requena	Absent
J. Berla	Aye

VIII. Academic Excellence Committee Report

A. Academic Excellence Business

S.Hunter and A.Griffin provided an overview and details are on the slides attached to the agenda:

- Each month focusing on a particular dataset
- Aug Meeting - student demographics and trends, and attrition

IX. Development Committee Report

A. Development Committee Business

J.Berla provided an update and details on the slides attached to the agenda:

- Membership
- Mission and purpose
- Fundraising
- Brainstormed development ideas with the board

X. Other Business Matters

A. As needed

- Board Retreat Reminder on Sep 23 starting at 10am at RTP Frontier 600, same room as previous: ground floor on the left, long corridor on the left. Lunch provided.

XI. Closing Items

A. Adjourn Meeting

S. Rivers-Kobler made a motion to adjourn the meeting.
S. Hunter seconded the motion.
The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:57 PM.

Respectfully Submitted,
A. Tobien

Coversheet

Approve Board Meeting Minutes

Section: II. Approve Board Meeting Minutes
Item: B. Approve Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for RTHS Board of Directors Executive Session on August 20, 2025

APPROVED

RESEARCH TRIANGLE HIGH SCHOOL

Research Triangle High School

Minutes

RTHS Board of Directors Executive Session

Date and Time
Wednesday August 20, 2025 at 6:00 PM

The RTHS Board of Directors meets monthly on the Third Wednesday of each month, except for December and July. Meetings are held onsite at 5:30pm until 7pm, at the school. There is frequently a virtual option posted, as well.

Directors Present
A. Tobien (remote), C. Coia (remote), E. Cunningham, J. Berla (remote), M. Dwomoh (remote), S. Hunter (remote), S. Rivers-Kobler (remote), T. Shahi (remote)

Directors Absent
D. Requena, J. Corn, M. Babb, P. Thermitus, S. Khaliq

Guests Present
A. Drake (remote), A. Griffin

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Cunningham called a meeting of Research Triangle High School to order on Wednesday Aug 20, 2025 at 6:04 PM.

C. Personnel Matters

Personnel matters were discussed:

- 5 new staff to RTHS this school year,
- 1 was approved in July
- 4 are for proposed in August: 2x science teachers, 1x social studies and 1x school counselor
- 1 vacancy for EU teacher (approved person in May withdrew acceptance)

A. Tobien made a motion to exit executive session.
S. Rivers-Kobler seconded the motion.
The team **VOTED** unanimously to approve the motion.

II. 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 6:12 PM.

Respectfully Submitted,
A. Tobien

Coversheet

Executive Overview

Section: IV. Chief School Officer Report
Item: A. Executive Overview
Purpose: Discuss
Submitted by:
Related Material: CSO Report, 9-17-2025.pdf

CSO Report to the RTHS Board of Directors

September 17, 2025

CSO Highlights

- Senior College Application Day-26 apps submitted
- 4 RTHS senior semifinalists for National Merit Scholarship Program
- Arts in Education Week-September 15-19
- Hispanic Heritage Month-September 15-October 15

Upcoming events this month

- Meet the Teachers-September 23rd
- Homecoming Game
- Homecoming Dance

Coversheet

Governance Committee Business

Section:	V. Governance Committee Report
Item:	A. Governance Committee Business
Purpose:	Vote
Submitted by:	
Related Material:	Amendment to Admissions and Enrollment Policy, 9-17-2025.pdf Allison Saviello Resume, 9-17-2025.pdf

PROPOSED AMENDMENT TO RTHS'S ADMISSIONS AND ENROLLMENT POLICY

The Operations and Board Policy Manual for RTHS, last updated in 2022, is currently undergoing a comprehensive revision. The Admissions and Enrollment Policy, found on pages 34-37 of the manual, will be fully reviewed in due time as part of that process. In the meantime, however, RTHS's student services team proposes revising the first paragraph of the policy on Page 34. That paragraph lays out the timeline of when the admissions process begins and concludes; given the proposed new application opening date, this particular revision is more time-sensitive.

A more detailed rationale for making this change can be found in the attached proposal. As procedures for admissions and enrollment are not prescribed in our school's charter, no amendment to the charter is required to effect this change.

CURRENT POLICY, PARAGRAPH 1

RTHS is a nonprofit, tuition-free charter school authorized by the state of North Carolina. As a charter school, RTHS will be open to all students who would otherwise qualify for enrollment in North Carolina Public Schools. The school will not discriminate against any student on the basis of ethnicity, national origin, gender, or disability. The school will open enrollment on January 1. The open enrollment period will end on February 28. The lottery date, time and location will be published on the school's website by January 15th of each year.

PROPOSED REVISION

RTHS is a nonprofit, tuition-free charter school authorized by the state of North Carolina. As a charter school, RTHS will be open to all students who would otherwise qualify for enrollment in North Carolina Public Schools. The school will not discriminate against any student on the basis of ethnicity, national origin, gender, or disability. RTHS will open applications on October 1. The initial application period will end on February 28, or the last business day in February. The application will then be reopened the business day following the admissions lottery. The lottery date, time and location will be published on the school's website by January 15th of each year.

ALLISON SAVIELLO
318 East South Street, Raleigh, NC 27601, (207)860-0746, asaviello@gmail.com

LICENSURE

Advanced North Carolina School Counseling Licensure (K-12)

EDUCATION

M.Ed. **School Counseling**, August 2014
University of North Carolina at Chapel Hill, Chapel Hill, NC

M.B.A. **General Management**, May 2011
High Point University, High Point, NC

B.S. **Business Administration**, Minor: German, May 2006
High Point University, High Point, NC

EXPERIENCE

Solomon Admissions Consulting May 2025- Present
Admissions Consultant
-Work with families to assist in the college application process.
-Provide and present curated college list for clients.
-Provide edits and feedback on all college admissions essays.
-Coach students through their high school career to make them competitive applicants at highly selective colleges and universities.

New York University October 2022-February 2024
Application Reader
-First reader of applications from the San Diego metro area and Southern Region.
-Responsible for reviewing applications and rendering initial admissions decisions.

Enloe Magnet High School August 2016-August 2020
School Counselor Raleigh, NC

-Create, plan and implement a “College Readiness Night” for all students with numerous break out sessions, including sessions in Spanish.
-Present “Hidden Gems In NC Colleges and Universities” at Enloe College Readiness Night.
-Provide classroom guidance to assist freshmen students with finding a career path using Major Clarity and CFNC.org.
-Collaborate with NC Works for a presentation to seniors who do not have plans upon graduation of high school.
-Responsible for planning CFNC Countdown to College Month activities.
-Serve as Enloe Scholarship Committee Co-Chair which includes organizing interviews for school nominees for numerous scholarships, collaborating with teachers on the committee, preparing students for their interviews and maintaining the school scholarship database.
-Meet individually with students and parents regarding college/career, personal/social issues and academic planning.
-Meet with and submit college recommendation letters for 80+ senior students each year.
-Present classroom guidance for Signs of Suicide, WCPSS Human Trafficking Curriculum, grade level orientations and registration.
-Manage a caseload of 500+ students.
-Manage a caseload of 28 students with 504 Plans including communication with teachers, parents and students, and conducting 504 Annual Reviews and initial eligibility meetings.

-Collaborate with Transitions Grief Care and co-managed a Grief Group during the 2016-17 school year following the death of an Enloe student.

Cleveland High School August 2014- August 2016
School Counselor Clayton, NC
-Collaborate with a local staffing agency to organize an Interview Skills/Job Search workshop for senior students who planned to enter the workforce upon graduation.
-Manage CFNC College Application Week where CvHS saw an application submittal increase of over 400% and over $8 million in scholarship money awarded from on-site admissions for senior students.
-Collaborate with 20+ North Carolina Colleges and Universities to provide on-site admissions for senior students.
-Advocate for and implement ACT test preparation for Junior students including partnering with Princeton Review for an ACT Practice Test, Scores Back Session Night and ACT 101 Boot Camp for students.
-Present to parents and students about various topics including post-secondary planning, academic planning, PLAN and ACT data.
-Responsible for collecting and disseminating Governor's School information and reviewing materials for Gates, Morehead Cain, Park, Levine, QuestBridge and SECU People Helping People Scholarship applicants.
-Responsible for managing a caseload of 450 students.
-Assistant Men's Tennis Coach.

OTHER EXPERIENCE

High Point University June 2006-June 2011
Assistant Director of Admissions/Senior Admissions Counselor/Admissions Counselor High Point, NC

-Review and render admission decisions for applicants from New England Territory (400-500 applications yearly).
-Meet with students and families to discuss the admissions process throughout the year both on campus and while traveling.
-Visit over 100 high schools and 25+ college campuses during travel seasons.
-Designed and implemented the "Counselor Fly In Program" that is still being utilized.
-Plan Early Registration events for incoming freshmen students.
-Plan "Meet and Greet" Events for incoming freshmen students to meet each other in 10 US cities.
-Served as mentor and leader in managing and training new Admissions Counselors and the New England Territory.
-Develop Strategic Plan each year to target specific recruiting efforts to achieve maximum results.

USA TODAY June 2011-January 2013
Account Manager Morrisville, NC

-Resolve delivery issues with hotels, colleges and hospitals.
-Exhibit superior persuasive skills in working to gain new print accounts in an ever-increasing digital era.
-Collaborate with stakeholders to ensure customer satisfaction was at an all-time high.
-Analyze data and plan goals and targets for each quarter.

ACHIEVEMENTS/ACCOMPLISHMENTS

-2023 IECA Summer Institute Attendee
-2018, 2019 and 2020 Executive Committee Member for Raleigh National College Fair
-2019 and 2020 Application Reader for The Gates Scholarship
-2018 East Carolina University Counselor Advisory Board

-2015, 2016 & 2017 Attendee of the NCICU Counselor Tours, visited all 36 Private Colleges & Universities in NC
-Trained in Crisis Intervention, Restorative Justice (Circles and Peer Mediation) and Suicide Intervention.
-2011-2018 Volunteer as a “Big Buddy” at numerous Comfort Zone Camp weekend events
-2015 Named Exemplary Intern by Wake County Public Schools
-Named USA TODAY East Territory Salesperson of the Week 10x over course of employment. -Named USA TODAY East Territory Salesperson of the Month 3x over course of employment.
-2007 “Rookie of the Year” for exceeding territory enrollment goals.
-2008 “Counselor of the Year” for exceeding territory enrollment goals at High Point University.

Coversheet

RTHS Monthly Financials and Other Business

Section: VI. Finance Committee Report
Item: A. RTHS Monthly Financials and Other Business
Purpose: Discuss
Submitted by:
Related Material: Finance Committee Update, 9_10_25.pdf
RTHS FY 2025-26 Budget Update 8.31.25.pdf

RESEARCH TRIANGLE
RAPTORS

FINANCE UPDATE
SEPTEMBER 10, 2025

BUDGET UPDATE

- **As of 8/31/25:**

  Projected surplus: $122,918
  DSCR: 1.36

- State funding allotment increased compared to last month
- Local funding still projected at FY25 levels

- **Committee Business:**
  - Audit update
  - Update on 2025-26 enrollment
  - Update on building maintenance

Audit/FY25 Year-End Update

- **Actuals as of 6/30/25:**

  Surplus: $94,424
  DSCR: 1.32

- Auditors made more requests for information on 9/3
  - Routine items (board minutes, revenue confirmations, etc.)
  - Auditors estimate that report will be completed by the end of September

Enrollment Update

TOTAL 2025-26 ENROLLMENT

(as of 9/8/25)

572 (+0)

Historical Enrollment Data

	25-26*	24-25	23-24	22-23
12th	130	119	115	138
11th	149	129	126	127
10th	150	168	151	135
9th	143	156	170	172
Total	**572**	**572**	**562**	**572**

* Projected

- Schools receive state funding based on their ADM (average daily membership)
  - Funding is based on either Month 1 or Month 2, whichever is higher
- The state will fund the school based on the current year's ADM or the previous year's ADM, whichever is higher
- Local funding is invoiced by RTHS monthly and varies based on the number of students enrolled from each county in any given month

Facility Updates

- **Other Maintenance / Repairs**
  - Outside refresh
    - A&H Lawncare will be aerating/seeding and planting shrubs in beds in October
    - Lines being painted at outdoor basketball court (Eagle Scout project)
  - Alarm system
    - Lightning also hit the security alarm panel in the same July storm that hit the elevators
    - Have reached out to electrician about options for reducing risk from lightning

Research Triangle High School	FY 2025-2026 Board Approved Budget	FY 2025-2026 Working Budget	Variance	Actuals as of 8.31.25	% Received/ Expensed to Budget	Comments:
ADM	*572*	*572*	*0%*			
State Funding per ADM	*$ 6,605.00*	*$ 6,655.80*	*1%*			
EC ADM	*29*	*42*	*45%*			
State EC Funding per ADM	*$ 5,249.28*	*$ 4,996.25*	*-5%*			
Revenue						
State Funds - Revenue	3,778,060	3,807,118	1%	693,490	18%	
State Funds - Growth Funding	-			-		
State EC Funds	197,328	213,892	8%	33,574	16%	
State Funds - LI Adjustment	-					
State Funds - LEP Funds	-	63,669		-	0%	
State Funds - School Technology	-	6,742		-	0%	
State Funds - NCVPS	(8,138)	(9,303)	14%	-	0%	
State Funds - Fines & Forfeitures	-	-		-		
State Funds - COVID-19	-	-		-		
State Funds - Other Funds (non-recurring)	-	-		-		
State Funds - Paid Parental Leave Reimbursement	-	-		-		
Total State Funding	**3,967,250**	**4,082,118**	3%	**727,065**	18%	Updated to State Revision 9.4.25
Alamance County Funds	2,160	2,160	0%	-	0%	
Chapel Hill-Carrboro Funds	50,049	50,049	0%	-	0%	
Chatham County Funds	45,000	45,000	0%	-	0%	
Cumberland County Funds	1,800	1,800	0%	-	0%	
Durham County Funds	1,534,752	1,534,752	0%	-	0%	
Franklin County Funds	-	-		-		
Granville County Funds	2,313	2,313	0%	-	0%	
Harnett County Funds	1,431	1,431		-	0%	
Johnston County Funds						
Orange County Funds	55,530	55,530	0%	-	0%	
Wake County Funds	939,900	939,900	0%	18	0%	
Mecklenburg County Funds	-	-		-		
Total County Funding	**2,632,935**	**2,632,935**	0%	**18**	0%	
Federal Funds - PRC 060 (EC)	106,437	106,437	0%	-	0%	
Federal Funds - PRC 050	-	-		-		
Federal Funds - PRC 103	21,069	21,069		-	0%	
Federal Funds - PRC 108				-		
Federal Funds - PRC 118	1,100	1,100	0%	-	0%	
Federal Funds - COVID-19				-		
Grant Funds SRSA				-		
Total Federal Funding	**128,606**	**128,606**	0%	**-**	0%	
Sales & Use Tax Refund	25,000	25,000	0%	-	0%	
Corporate/Board/Private Donations	30,000	30,000	0%	4,043	13%	
Interest Income	50,000	40,000	-20%	8,871	22%	
Other	6,500	6,500		6,016	93%	
Total Revenue	**6,840,291**	**6,945,159**	**2%**	**746,013**	11%	
Expenses						
Principal	265,000	265,000	0%	44,167	17%	
Interest	511,425	511,425	0%	84,326	16%	
Bond Costs	8,600	8,600	0%	1,372	16%	
Repair and Replacement Fund Transfer	85,800	85,800	0%	14,300	17%	
Capitalized Improvements/Purchases	-	-		-		
Building Expenses						
Utilities - elec, water and trash	115,000	110,000	-4%	9,524	9%	
Telephone/Communications	3,000	4,011	34%	435	11%	
Maintenance & Repair	53,000	53,000	0%	10,404	20%	
Custodial - Supplies/Materials	18,000	18,000	0%	3,680	20%	
Facility Contracted Services:				-		
Custodial Services	88,772	88,772	0%	7,398	8%	
Carpet - Tile Cleaning	12,450	12,450	0%	-	0%	
HVAC	24,856	24,856	0%	-	0%	
Grounds - Landscaping	16,000	12,000	-25%	3,987	33%	
Total Building Expenses	**331,078**	**323,089**	-2%	**35,427**	11%	
Personnel Costs						
Salaries	3,833,642	3,833,642	0%	605,533	16%	
Substitutes	100,000	100,000	0%	3,430	3%	
Personal Leave				-		
Health Insurance - State Plan	416,510	416,510	0%	58,743	14%	
Retirement - State 457 Plan + Match	80,506	80,506	0%	11,706	15%	
Payroll Taxes - 7.65%	295,810	295,810	0%	45,950	16%	
NC Flex Plan Fees	5,000	5,000	0%	804	16%	
SUTA	11,429	11,429	0%	-	0%	
Workers Comp Insurance	14,000	14,000	0%	(286)	-2%	
Bonus				-		
Total Personnel Costs	**4,756,898**	**4,756,898**	0%	**725,881**	15%	
Information Technology						
Technology	45,000	45,000	0%	9,430	21%	
Digital Resources & SW Licenses	58,394	58,394	0%	11,473	20%	
Total Information Technology	**103,394**	**103,394**	0%	**20,903**	20%	
Instructional Services						
Staff Development	25,000	25,000	0%	640	3%	
Counseling - Staff Dev	1,000	1,000	0%	144	14%	
Travel & Mileage Reimbursement	5,000	5,000	0%	3,455	69%	
Staff Dev - PD Meals	12,000	12,000	0%	3,009	25%	
Staff Development - EC	2,000	2,000	0%	-	0%	
Educational Programs	17,000	17,000	0%	3,498	21%	
Edu Materials - Science Dept	7,000	7,000	0%	83	1%	
Edu Materials - English Dept	4,000	4,000		699	17%	
Edu Materials - Languages Dept	3,000	3,000	0%	213	7%	
Edu Materials - History Dept	4,000	4,000	0%	878	22%	

Research Triangle High School	FY 2025-2026 Board Approved Budget	FY 2025-2026 Working Budget	Variance	Actuals as of 8.31.25	% Received/ Expensed to Budget	Comments:
Edu Materials - Arts Dept	5,000	5,000	0%	572	11%	
Edu Materials - Math Dept	4,000	4,000	0%	118	3%	
Edu Materials - PE Dept	3,000	3,000	0%	2,340	78%	
Education Materials - EC Dept	3,000	3,000	0%	799	27%	
Testing (AP/PSAT)	7,566	7,566	0%	-	0%	
Textbooks/Assessment	5,000	5,000	0%	64	1%	
Social Service Fund	500	500	0%	-	0%	
Furniture & Fixtures	5,000	5,000	0%	1,759	35%	
Administrative Expenses	9,000	9,000	0%	2,334	26%	
EC Contracted Services: ($50,000 FY23)	-	-		-		
Visually Impared & Orientation	13,000	13,000	0%	-	0%	
Speech-Language Therapy	20,000	20,000	0%	-	0%	
Mental Health Service				-		
Web-based IEP Service	-			-		
Occupational Therapy	5,000	5,000	0%	-	0%	
Interpreting and Written Translation Service				-		
Psychoeducational Assessments	20,000	20,000	0%	-	0%	
Total Instructional Services	**180,066**	**180,066**	0%	**20,605**	11%	
Support Services						
Administration Contracted Services:				-		
Legal & Consulting	50,000	50,000	0%	-	0%	
Contracted Financial Services	60,480	60,480	0%	10,080	17%	
LINQ Software Support	5,769	5,769	0%	-	0%	
Contracted HR Services	20,400	20,400	0%	3,340	16%	
Student Information Management Services	21,000	21,000	0%	3,500	17%	
Contracted Printing Services	35,183	35,183	0%	3,934	11%	
Contracted Audit Services	25,000	25,000	0%	13,250	53%	
Background Checks	2,000	2,000	0%	231	12%	
General Insurance	40,645	40,645	0%	22,115	54%	
Board of Director Materials	12,495	12,495	0%	-	0%	
Fundraising/Development	5,000	5,000	0%	-	0%	
Marketing/Advertising	6,000	6,000	0%	1,315	22%	
Transportation Contracted Services:				-		
Daily Bus Services	48,000	48,000	0%	8,100	17%	
Special Event Transportation Services	4,000	4,000	0%	-	0%	
Transportation - Fuel	7,000	7,000	0%	232	3%	
Transportation Maintenance	4,000	4,000	0%	-	0%	
Food Services	22,000	22,000	0%	1,183	5%	
Total Support Services	**368,972**	**368,972**	0%	**67,280**	18%	
Other Expenses						
Athletics	66,650	66,650	0%	13,136	20%	
Feminine Hygiene Grant				-		
Counseling/College Dept	5,000	5,000	0%	30	1%	
Graduation	11,000	11,000	0%	-	0%	
Senior Class Events	2,000	2,000	0%	-	0%	
Safety - Off Duty Officer	45,000	45,000	0%	4,900	11%	
Staff Snacks (Joy Room)	3,000	3,000	0%	316	11%	
Sales Tax	25,000	25,000	0%	4,047	16%	
Repayment to DPI						
Robotics	9,000	9,000	0%	-	0%	
Transfer to Raptorium	100	100	0%	-	0%	
Total Other Expenses	**166,750**	**166,750**	0%	**22,428**	13%	
Total Expenses	**6,777,982**	**6,769,993**	**(0)**	**1,036,689**	15%	
Surplus	**62,309**	**175,165**		**(290,676)**		
Surplus from Previous Years	2,403,246	2,403,246		2,403,246		
Ending Cash Balance	**2,465,555**	**2,578,412**		**2,112,570**		

Liquidity Requirement Calculation:

Total Expenses	6,769,993
Clubs, PTSO, Boosters Expenses (projected)	450,000
Less: Capitalized Purchases	-
Less: Principal Payments	(265,000)
Less: Repair and Replacement Fund Transfer	(85,800)
Total Operating Expenses	**6,869,193**
Divided by 365 days	365
Operating Expense per Day	**18,820**
Multiplied by 45 days	45
Minimum balance required for unrestricted cash and cash equivalents	**846,887**
Ending Cash Balance	2,578,412
Raptorium Cash	1,390
Clubs, PTSO, Boosters Cash	126,226
Total Unrestricted Cash and Cash Equivalents	**2,706,028**
Divided by Operating Expense per Day	18,820
Projected Days Cash on Hand	**144**
Liquidity Requirement for Days Cash on Hand	**45**

Debt Service Coverage Ratio Calculation:

Surplus (cash basis)	175,165
Net Income - Raptorium	100
Net Income - Clubs, PTSO, Boosters	-
Net Income - US Bank	-
Add: Repair and Replacement Fund Transfer	85,800
Add: Capitalized Items	-
Add: Principal Payments	265,000
Less: Amortization	(11,869)
Less: Depreciation	-
Change in Net Assets	**514,196**
Add: Interest	511,425
Add: Amortization	11,869
Add: Depreciation	-
Net Income Available for Debt Service	**1,037,490**
Maximum Annual Debt Service	762,144
Projected Debt Service Coverage Ratio	**1.36**
Excess of DSCR Requirement	**122,918**
Required DSCR in Covenants	**1.20**

RTHS FY 2025-26 Budget Update 8.31.25

Research Triangle High School		FY 2023-2024 Approved Budget 6/19/24	Proposed FY 2023 - 2024 Amended Budget	Actuals as of 8.31.25	% Received / Expensed to Budget	Comments:
ADM		*572*	*572*			
State Funding per ADM		*$ 6,605.00*	*$ 6,655.80*			
EC ADM		*29*	*42*			
State EC Funding per ADM		*$ 5,249.28*	*$ 4,996.25*			
Revenue						
Total State Funding		3,967,250	4,082,118	727,065	**18%**	
Total County Funding		2,632,935	2,632,935	18	**0%**	
Total Federal Funding		128,606	128,606	-	**0%**	
Sales & Use Tax Refund		25,000	25,000	-	**0%**	
Corporate/Board/Private Donations		30,000	30,000	4,043	**13%**	
Interest Income		50,000	40,000	8,871	**22%**	
Other		6,500	6,500	6,016		
Total Revenue		**6,840,291**	**6,945,159**	**746,013**	**11%**	
Expenses						
Principal		265,000	265,000	44,167	**17%**	
Interest		511,425	511,425	84,326	**16%**	
Bond Costs		8,600	8,600	1,372	**16%**	
Repair and Replacement Fund Transfer		85,800	85,800	14,300	**17%**	
Capitalized Improvements/Purchases		-	-	-		
Building Expenses		331,078	323,089	35,427	**11%**	
Personnel Costs		4,756,898	4,756,898	725,881	**15%**	
Information Technology		103,394	103,394	20,903	**20%**	
Instructional Services		180,066	180,066	20,605	**11%**	
Support Services		368,972	368,972	67,280	**18%**	
Other Expenses		166,750	166,750	22,428	**13%**	
Total Expenses		**6,777,982**	**6,769,993**	**1,036,689**	**15%**	
Surplus		**62,309**	**175,165**	**(290,676)**		
Surplus from Previous Years		2,403,246	2,403,246	2,403,246		
Ending Cash Balance		**2,465,555**	**2,578,412**	**2,112,570**		

Liquidity Requirement Calculation:

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Liquidity Requirement for Days Cash on Hand **45**

Debt Service Coverage Ratio Calculation:

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Net Income - Raptorium	100
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Projected Debt Service Coverage Ratio	**1.36**
Excess of DSCR Requirement	**122,918**
Required DSCR in Covenants	**1.20**

Coversheet

Academic Excellence Business

Section:	VII. Academic Excellence Committee Report
Item:	A. Academic Excellence Business
Purpose:	Discuss
Submitted by:	
Related Material:	Academic Excellence Committee Report, 9-17-2025.pdf

Academic Excellence

Academic Excellence Committee

School Engagement Team Update: The SET is focused on **three goals** as we begin the academic year:

Domain 1: Turnaround Leadership:

1. **Annual learning goals:** Set annual learning goals utilizing student learning data and communicate the urgency of improvement.
2. **School Culture:** Cultivate a supportive school culture addressing physical, social, emotional, and behavioral health for all personnel.
    - ★ Launch initiatives to support staff well-being.

Domain 3: Instructional Transformation:

1. **Progress Monitoring**: Use student data to identify instructional needs, implement a tiered system of support, and monitor progress through reliable, system-wide screenings.

Research Triangle High School Academic Committee Data Calendar

This calendar is designed to guide monthly academic committee meetings by focusing on one key dataset at a time.

Month	Focus Dataset	Purpose	Key Questions
August	Student Demographics & Enrollment Trends	Understand student population, shifts, and subgroup composition	Who are our students this year? What trends are emerging in enrollment?
September	EOC State Assessment Results (Prior Year)	Analyze standardized test outcomes to inform instruction and interventions	Where did students struggle? Which subgroups need more support?
October	Course Grades & Failure Rates (Q1)	Identify academic risk early in the year	Which students are failing courses? What subjects are most impacted?
November	Attendance Data	Explore attendance trends and correlations with performance	Are there chronic absenteeism patterns by group or grade?
December	Discipline Data	Review behavior trends and equity in disciplinary actions	Are certain groups overrepresented in suspensions or referrals?
January	Mid-Year Benchmark Assessments	Evaluate student growth and instructional effectiveness	Are students on track for end-of-year goals? Where are the gaps widening?

Academic Excellence Committee

- The Academic Excellence Committee reviewed EOC State Test results from 2023-2025

Academic Excellence Committee

Subject	Year	Grade	Growth Indicator
EOC Biology	2023	N/A	Does Not Meet Expected Growth
	2024	N/A	Does Not Meet Expected Growth
	2025	N/A	Does Not Meet Expected Growth
EOC English II	2023	N/A	Exceeds Expected Growth
	2024	N/A	Exceeds Expected Growth
	2025	N/A	Exceeds Expected Growth
EOC Math 1	2023	N/A	Does Not Meet Expected Growth
	2024	N/A	Meets Expected Growth
	2025	N/A	Does Not Meet Expected Growth
EOC Math 3	2023	N/A	Meets Expected Growth
	2024	N/A	Exceeds Expected Growth
	2025	N/A	Meets Expected Growth
EOC Math 3 - School Accountability Growth	2023	N/A	Meets Expected Growth
	2024	N/A	Meets Expected Growth
	2025	N/A	Meets Expected Growth

RTHS Biology Stats

County	Subject & Grade	Proficiency	Year	Students
▶ Durham	▶ EOC Biology G9-12	◀▷ Grade Level	▶ 2025	▶ All Students

CLICK SCHOOL TO SELECT

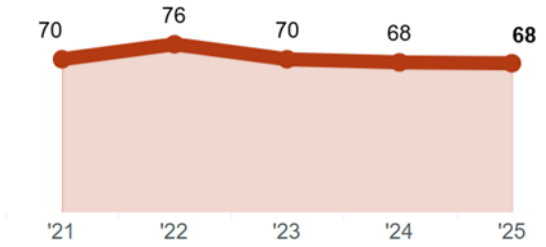
Schools in Durham County

Percentage **GLP** proficient in 2025

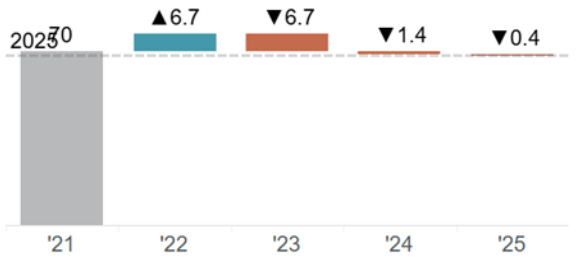
Chart..	Voyager Academy	74
▶	Research Triangle High School	68
	Durham Charter School	45
	NC Virtual Academy	44
	North Carolina Cyber Academy	43
	Discovery Charter	38
	Excelsior Classical Academy	24
Public	City of Medicine Academy	>95
	J D Clement Early College HS	90
	Durham School of the Arts	76
	Durham School of Technology	63
	The School for Creative Studies	63
	C E Jordan High	50
	Riverside High	38
	Northern High	32
	Hillside High	31
	Ignite Online Academy	18
	Southern School of Energy and ..	17
	Durham's Performance Learning..	12
	Lakeview School	<5

Research Triangle High School

Percentage **GLP** proficient by year...



...and change in percentage points from baseline year.



Performance Levels

Percentage at each performance level in 2025.
Darker blue indicates **GLP** proficiency.



Subjects & Grades

Percentage **GLP** proficient in 2025 with trend

M3 G9-12	85
E2 G9-12	82
BI G9-12	68
M1 G9-12	46

Student Subgroups

Percentage **GLP** proficient in 2025

White	90
Asian	83
Two+	80
Male	71
Female	64
EDS	50
Hisp	48
ELS	42
Black	32
SWD	31

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North Carolina Biology Stats

Subject & Grade: ▶ EOC Biology G9-12 | Proficiency: ◀▷ Grade Level (Levels 3-5) | Year: ▶ 2025 | Students: ▶ All Students

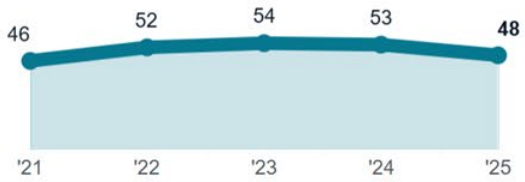
Subject & Grade

Percentage of students **GLP** proficient in 2025 with trend

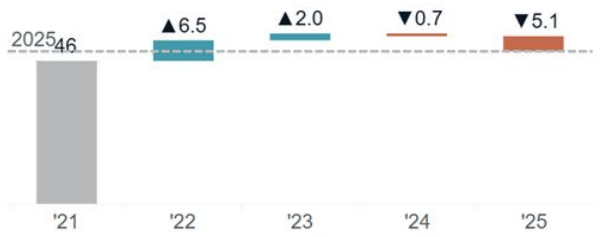
Compos.	All Grades	55	
	EOG G3-8	56	
	EOC G9-12	53	
	EOG G3	55	
	EOG G4	58	
	EOG G5	58	
	EOG G6	55	
	EOG G7	53	
	EOG G8	54	
ELA	RD G3-8	53	
	RD G3	47	
	RD G4	58	
	RD G5	53	
	RD G6	52	
	RD G7	52	
	RD G8	54	
	E2 G9-12	59	
Math	MA G3-8	57	
	MA G3	64	
	MA G4	59	
	MA G5	59	
	MA G6	57	
	MA G7	53	
	MA G8	49	
	M1 G9-12	35	
	M3 G9-12	66	
Science	SC G5,8	61	
	SC G8	60	
	SC G5	62	
	BI G9-12	48	

Trend

Percentage of students **GLP** proficient by year...

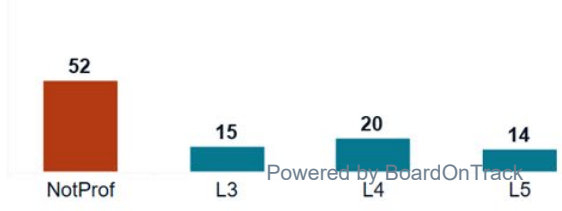


...and gain/loss in percentage points from prior year.



Performance Levels

Percentage at each performance level in 2025. Darker aqua indicates levels considered **GLP** proficient.



Student Subgroups

Percentage **GLP** proficient in 2025

AIG	92
Asian	81
MIL	64
White	62
NHPI	50
Female	49
Two+	49
ALL	48
Male	47
Hisp	36
EDS	34
AMIN	32
Black	30
FCS	25
HMS	22
SWD	17
Migrant	15
ELS	13

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Academic Excellence Committee

Trends we noticed:

- RTHS is trending downward in Biology EOC Scores
- Proficiency is high for our White and Asian students. Numbers are lowest for our Black students and students with disabilities.
- Our male students are outperforming our female students(71% male GLP, 64% female GLP)

Discussion Topics surrounding these trends:

- While we are trending downward, we are still doing fairly decent overall in comparison to state numbers
- Lots of turnover in Science department, Biology students directly impacted over the last 4-5 years
- Benchmark assessments directly aligned to Biology EOC
- Would like to discuss in further detail at Board Retreat how we can better support our Biology teachers and students

Coversheet

Development Committee Business

Section: VIII. Development Committee Report
Item: A. Development Committee Business
Purpose: Discuss
Submitted by:
Related Material: Development Committee Report, 9-17-2025.pdf

Development

Development Committee

- We discussed current infrastructures that are in place to support development of RTHS. We have a draft of a three-year development plan
- Alumni and RTP databases are our current databases for donor support contacts
- Discussed how the Board/Development committee members can support RTHS
- Giving tuesday will be our primary focus for building relationships and donations for fall semester
- RTHS to create a video campaign to highlight support needed above state and federal funding

Coversheet

As needed

Section: IX. Other Business Matters
Item: A. As needed
Purpose: Discuss
Submitted by:
Related Material: RTHS Annual Board Retreat, lunch order form.pdf
RTHS Annual Board Retreat, pre-work, 9-23-2025.pdf



RTHS Annual Board Retreat

Lunch Order

Please return no later than September 21, 2025

Name _____

Select a **Sandwich or Wrap Box Lunch** or a **Salad Box Lunch**

Sandwich or Wrap Box Lunch

Choose a sandwich or wrap

Sandwich selections

- ☐ Ham & Havarti on marble rye
- ☐ Roasted turkey & Swiss on three-seeded wheat
- ☐ Lemon dill tuna salad on marble rye
- ☐ Spicy pimento cheese on three-seeded wheat
- ☐ Egg salad on three-seeded wheat

Wrap selections

- ☐ Grilled chicken & peppercorn sauce
- ☐ Roasted turkey with chipotle ranch
- ☐ Southwest chicken
- ☐ Club
- ☐ Sliced chipotle steak
- ☐ Tarragon chicken salad
- ☐ honey walnut chicken salad
- ☐ Bacon, lettuce, & tomato
- ☐ Grilled veggies

Choose a side

- ☐ Pasta salad
- ☐ Marinated slaw
- ☐ Potato salad
- ☐ Curried couscous
- ☐ Chips

Choose a cookie

- ☐ Swiss chocolate melt
- ☐ Walnut raisin
- ☐ White chocolate macadamia nut

or

Salad Box Lunch

Choose a salad

- ☐ **Brown Derby Chopper** *(mixed greens, blue cheese crumbles, cheddar, boiled egg, bacon, tomato & candied walnuts)*
- ☐ **Lancie's Leaves** *(mixed greens, shaved asiago cheese, croutons & red onion)*
- ☐ **Piper's Spinach Salad** *(baby spinach, red onion, roasted peppers, shaved asiago cheese, boiled eggs, croutons & toasted almonds)*

Add protein *(optional)*

- ☐ Add grilled chicken
- ☐ Add grilled steak

Choose a dressing

- ☐ Honey Balsamic Vinaigrette
- ☐ Green Goddess
- ☐ Blue Cheese
- ☐ Ranch
- ☐ Chipotle Ranch
- ☐ Honey Mustard

Choose a cookie

- ☐ Swiss chocolate melt
- ☐ Walnut raisin
- ☐ White chocolate macadamia nut

Pre-Work Assignment for Board Members

To ensure a meaningful and interactive session, please complete the following short assignment. Your reflections will help guide our discussion and set the stage for actionable outcomes.

1. Self-Assessment: Board Effectiveness

- Reflect on your experience as a board member.
- List **three characteristics** you believe are essential for an effective board.
- For each characteristic, briefly describe how you have seen it demonstrated (or not) in your current or past board experiences.

2. Engagement & Retention Reflection

- Think about what keeps you engaged and motivated as a board member.
- Identify **one factor** that has contributed most to your ongoing engagement, and **one challenge** that could impact your retention or the retention of others.

3. Development Expectations

- Review your understanding of the board's role in fundraising and resource development.
- What do you believe should be the board's expectations regarding development activities (e.g., giving, fundraising, advocacy).

Please bring your notes to the meeting, we will use your insights to shape our conversation and develop strategies for strengthening our board's effectiveness and impact.

If you have any questions about this assignment, feel free to reach out in advance.

Looking forward to virtually meeting you September 23rd!

Melissa Metcalf Le Roy
OnFire Nonprofit Consulting
828-243-1746
onfirenonprofit@gmail.com