



Research Triangle High School

**RTHS Board of Directors Meeting**

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**Date and Time**

Wednesday March 18, 2026 at 5:30 PM EDT

**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

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**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b>	Record Attendance	Ailette Tobien	2 m
<b>B.</b>	Call the Meeting to Order	Steven Hunter	2 m
	Board Chair Steven Hunter will convene the meeting of the Board of Directors.		
<b>II. Approve Board Meeting Minutes</b>			<b>5:34 PM</b>

	Purpose	Presenter	Time
<b>A.</b> February Board of Directors meeting	Approve Minutes	Ailette Tobien	2 m

The Board will review and approve the minutes from the February 18, 2026 Board of Directors meeting.

**III. Public Comments 5:36 PM**

<b>A.</b> Open to all community members (students, family members, faculty and staff, community members, and others)	FYI	Steven Hunter	5 m
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*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 5:41 PM**

<b>A.</b> Executive Overview	Discuss	Akiba Griffin	15 m
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	Purpose	Presenter	Time
<p>RTHS Chief School Officer (CSO) Akiba Griffin will share information about key school events and activities.</p>			
<b>V. Finance Committee Report</b>			<b>5:56 PM</b>
<b>A. RTHS Monthly Financials and Other Business</b>	Discuss	Carolyn Coia	15 m
<p>Committee Chair Carolyn Coia and Chief Operations Officer (COO) Alex Drake will present the following items for the Board's review and approval:</p> <ul style="list-style-type: none"> <li>• <b>Finance Update / Budget</b></li> <li>• <b>Review &amp; Vote:</b> Approve spending of \$110,340 on 2 storage sheds, LED school zone signs on NC54, laptops for staff refresh, event hosting infrastructure, laptop checkout stations.</li> <li>• <b>Review &amp; Vote:</b> Approval of the move of bond funds to a money market                             <ul style="list-style-type: none"> <li>◦ Current APR 3.5%</li> </ul> </li> </ul>			
<b>VI. Governance Committee Report</b>			<b>6:11 PM</b>
<b>A. Governance Committee Business</b>	Vote	Elizabeth Cunningham	
<p>No report</p>			
<b>VII. Academic Excellence Committee Report</b>			<b>6:11 PM</b>
<b>A. Academic Excellence Business</b>	Vote	Jeni Corn	10 m
<p>Committee Chair Jeni Corn and CSO Griffin will present the following items for Board review:</p> <ul style="list-style-type: none"> <li>• <b>Data Review / Presentation:</b> <ul style="list-style-type: none"> <li>◦ Graduation Progress</li> <li>◦ Credit Accrual</li> </ul> </li> </ul>			
<b>VIII. Development Committee</b>			<b>6:21 PM</b>
<b>A. Development Update</b>	Discuss	Akiba Griffin	5 m

Purpose	Presenter	Time
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The Development update is included within the CSO report.

<b>IX. Other Business Matters</b>			<b>6:26 PM</b>
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<b>A. As needed</b>	Discuss	Steven Hunter	10 m
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- **Upcoming/ongoing activities**

**Next Board Meeting:** April 15, 2026

- **Additional Items for Discussion?**

<b>X. Closing Items</b>			<b>6:36 PM</b>
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<b>A. Adjourn Meeting</b>	Vote	Ailette Tobien	1 m
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# Coversheet

## February Board of Directors meeting

**Section:** II. Approve Board Meeting Minutes  
**Item:** A. February Board of Directors meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for RTHS Board of Directors Meeting on February 18, 2026

APPROVED



Research Triangle High School

## Minutes

RTHS Board of Directors Meeting

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### Date and Time

Wednesday February 18, 2026 at 5:30 PM

### Location

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

Meeting ID: 935 6646 0638

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### Directors Present

A. Tobien (remote), C. Coia (remote), D. Requena (remote), J. Berla (remote), J. Corn (remote), M. Dwomoh (remote), P. Thermitus (remote), S. Hunter (remote), S. Khaliq (remote)

### Directors Absent

A. Saviello, E. Cunningham

### Guests Present

A. Drake (remote), A. Griffin (remote), Ana Jimenez (remote), Andrew King (remote), Ashwani (remote), Brandy Lemen (remote), D. Thompson (remote), Janet and George Buehler (remote), Mendit R. (remote), Michael Lemen (remote), Nandu, Shweta Kautia (remote), Thomas Jones (remote)

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## I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

S. Hunter called a meeting of the board of directors of Research Triangle High School to order on Wednesday Feb 18, 2026 at 5:38 PM.

## II. Approve Board Meeting Minutes

### A. January Board of Directors meeting

P. Thermitus made a motion to approve the minutes from RTHS Board of Directors Meeting on 01-21-26.

J. Berla seconded the motion.

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

#### Roll Call

S. Khaliq	Aye
A. Saviello	Absent
A. Tobien	Aye
S. Hunter	Aye
E. Cunningham	Absent
J. Corn	Aye
M. Dwomoh	Aye
D. Requena	Aye
J. Berla	Aye
C. Coia	Aye
P. Thermitus	Aye

### B. February Mini Retreat

J. Berla made a motion to approve the minutes from Mini Retreat on 02-13-26.

J. Corn seconded the motion.

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

#### Roll Call

D. Requena	Aye
S. Khaliq	Aye
M. Dwomoh	Aye
C. Coia	Aye
J. Corn	Aye
A. Tobien	Aye
P. Thermitus	Aye
E. Cunningham	Absent
J. Berla	Aye
S. Hunter	Aye
A. Saviello	Absent

## III. Public Comments

### A.

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

Brandi Leman \_ RTHS & Terrorbytes club parent => read statement related to concerns about RTHS school funding and support for the robotics club

#### **IV. Chief School Officer Report**

##### **A. Executive Overview**

A. Griffin provided the CSO report, details on attached to agenda and also provided updates on athletic winter sports.

#### **V. Finance Committee Report**

##### **A. RTHS Monthly Financials and Other Business**

C. Coia and A. Drake provided an update on the school financials

- DSCR: 1.55, which is above requirement
- ADM = 571 for this year
- Draft Budget for next year expected next month
- Staffing positions updates

#### **VI. Governance Committee Report**

##### **A. Governance Committee Business**

M. Dwomoh provided an update on the governance committee:

- attendance update to the Board procedure and manual
- board membership

M. Dwomoh made a motion to update attendance section to the Board of Procedures and Manual.

P. Thermitus seconded the motion.

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

##### **Roll Call**

S. Hunter	Aye
A. Tobien	Aye
J. Corn	Aye
P. Thermitus	Aye
S. Khaliq	Aye
A. Saviello	Absent
E. Cunningham	Absent

**Roll Call**

- D. Requena Aye
- M. Dwomoh Aye
- C. Coia Aye
- J. Berla Aye

**VII. Academic Excellence Committee Report**

**A. Academic Excellence Business**

J. Corn provided an update on academic excellence:

- A. Drake covered snow make-up days, state allows 5 DLD days which were used this calendar year and 1 more
  - March 26 - workday to be changed to regular school day (to make up snow day)
  - Apr 26 - potential
- A. Griffin presented in deep dive on data related to course failures at RTHS

M. Dwomoh made a motion to update the 2025-26 school calendar due to snow days.

S. Hunter seconded the motion.

- 20 March 26 - converted from teacher work day to school day
- 6 Apr 26 - potential make up day

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

**Roll Call**

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

**VIII. Mini Retreat Report**

**A. Mini Retreat**

S. Hunter provided a summary of the mini-retreat related to expansion of RTHS and the RTP Hub.

Decisions:

- School size to remain the same
- School to remain in RTP area

Next Steps: Consolidate the list of requirements for the school

## IX. Other Business Matters

### A. As needed

- Next Board Meeting March 18th

## X. Closing Items

### A. Adjourn Meeting

C. Coia 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 6:36 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 Highlights 3.18.26.pptx.pdf

# CSO Report- March 18, 2026



# CSO Highlights

- Women's History Month
- RTHS Lottery
- Field Trips: NC Museum of Art, Battle of the Books
- Pi Day
- End of Q3-Food Truck Rodeo
- March Madness



# College and Career Update

- 1 Student-Morehead Cain recipient-UNC
- 1 Student- Goodnight Scholars recipient-NC State



# School Engagement Team Update

Surveys/Discussions with teachers on the following topics:

1. Teacher Wellness and Staff Appreciation
2. Mentoring
3. Benchmark Assessments
4. Teacher Working Conditions



# Development- March 18th 2026



# Giving Tuesday Fundraising Campaign

- **Giving Tuesday updates**
  - Raised 25,000 which is more than last year but not yet the expected \$30K
  - Brainstorming ways to do final push for remaining \$5k
- **Long-term plans**
  - Facilities and Expansion document



# Coversheet

## RTHS Monthly Financials and Other Business

**Section:** V. Finance Committee Report  
**Item:** A. RTHS Monthly Financials and Other Business  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** RTHS FY 2025-26 Budget Update 2.28.26 updated.pdf

Research Triangle High School	FY 2025-2026 Board Approved Budget	FY 2025-2026 Working Budget	Actuals as of 2.28.26	% Received / Expensed to Budget	Comments:
ADM	572	572			
State Funding per ADM	\$ 6,605,000	\$ 6,663,188			
EC ADM	29	42			
State EC Funding per ADM	\$ 5,249,288	\$ 4,996,250			
<b>Revenue</b>					
Total State Funding	3,967,250	4,122,098	3,183,880	77%	
Total County Funding	2,632,935	2,830,335	1,666,011	59%	
Total Federal Funding	128,606	167,221	73,372	44%	
Sales & Use Tax Refund	25,000	25,000	-	0%	
Corporate/Board/Private Donations	30,000	30,000	23,977	80%	
Interest Income	50,000	40,000	29,559	74%	
Other	6,500	8,700	8,681		
<b>Total Revenue</b>	<b>6,840,291</b>	<b>7,223,354</b>	<b>4,985,480</b>	<b>69%</b>	
<b>Expenses</b>					
Principal	265,000	265,000	176,667	67%	
Interest	511,425	511,425	337,304	66%	
Bond Costs	8,600	8,600	6,594	77%	
Repair and Replacement Fund Transfer	85,800	85,800	57,200	67%	
Capitalized Improvements/Purchases	-	21,353	21,353		
Building Expenses	331,078	331,326	182,085	55%	
Personnel Costs	4,756,898	4,783,313	3,132,715	65%	
Information Technology	103,394	103,394	63,546	61%	
Instructional Services	180,066	188,654	104,531	55%	
Support Services	368,972	374,249	244,130	65%	
Other Expenses	166,750	180,600	127,029	70%	
<b>Total Expenses</b>	<b>6,777,982</b>	<b>6,853,714</b>	<b>4,453,154</b>	<b>65%</b>	
<b>Surplus</b>	<b>62,309</b>	<b>369,640</b>	<b>532,326</b>		
Surplus from Previous Years	2,202,066	2,202,066	2,202,066		
<b>Ending Cash Balance</b>	<b>2,264,375</b>	<b>2,571,706</b>	<b>2,734,392</b>		

**Liquidity Requirement Calculation:**

Total Expenses	6,853,714
Clubs, PTSO, Boosters Expenses (projected)	450,000
Less: Capitalized Purchases	21,353
Less: Principal Payments (265,000)	(265,000)
Less: Repair and Replacement Fund Transfer (85,800)	(85,800)
<b>Total Operating Expenses</b>	<b>6,974,267</b>
Divided by 365 days	365
<b>Operating Expense per Day</b>	<b>19,108</b>
Multiplied by 45 days	45
<b>Minimum balance required for unrestricted cash and cash equivalents</b>	<b>859,841</b>
Ending Cash Balance	2,571,706
Raptorium Cash	1,290
Clubs, PTSO, Boosters Cash	126,226
<b>Total Unrestricted Cash and Cash Equivalents</b>	<b>2,699,222</b>
Divided by Operating Expense per Day	19,108
<b>Projected Days Cash on Hand</b>	<b>141</b>

Liquidity Requirement for Days Cash on Hand

45

**Debt Service Coverage Ratio Calculation:**

Surplus (cash basis)	369,640
Net Income - Raptorium	100
Net Income - Clubs, PTSO, Boosters	-
Net Income - US Bank	-
Add: Repair and Replacement Fund Transfer	85,800
Add: Capitalized Items	21,353
Add: Principal Payments	265,000
Less: Amortization (11,869)	(11,869)
Less: Depreciation	-
<b>Change in Net Assets</b>	<b>730,025</b>
Add: Interest	511,425
Add: Amortization	11,869
Add: Depreciation	-
<b>Net Income Available for Debt Service</b>	<b>1,253,319</b>
Maximum Annual Debt Service	762,144
<b>Projected Debt Service Coverage Ratio</b>	<b>1.64</b>

Excess of DSCR Requirement

338,746

Required DSCR in Covenants

1.20

# Coversheet

## Academic Excellence Business

**Section:** VII. Academic Excellence Committee Report  
**Item:** A. Academic Excellence Business  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Academic Excellence Graduation Progress (1).pdf

# ACADEMIC EXCELLENCE

March 2026

Graduation Progress and  
Credit Accrual



# Graduation Progress and Credit Accrual



Grade Band	Number of Tweeners	Current Status
11th-12th	7	<ul style="list-style-type: none"> <li>• 2 promoted to 12th</li> <li>• 4 classified as 11th graders but on track to graduate 2026</li> <li>• 1 at risk</li> </ul>
10th-11th	4	<ul style="list-style-type: none"> <li>• 1 promoted to 11th</li> <li>• 1 on track</li> <li>• 2 at risk/off cohort</li> </ul>
9th-10th	7	<ul style="list-style-type: none"> <li>• 5 promoted to 10th</li> <li>• 2 at risk/off cohort</li> </ul>
Current 9th graders		13 failed one or more classes

- Promoted- Students who have been promoted to the next grade level based on successful completion of summer school or mid-year course progress.
- On Track- Students currently classified in a lower grade level but expected to move to the next grade classification upon successful completion of current courses and earned credits.
- At Risk / Off Cohort: Students who need additional course credits to advance to the next grade classification or are currently in jeopardy of failing courses.

# RTHS

- MTSS(Multi-Tiered System of Supports)

Additional help is provided through targeted or more intensive interventions. The goal is to identify challenges early and provide the right support to help students succeed.

- Progress Monitoring
  - Counselors conduct bi-weekly checkins with at risk students
  - Pull out support during seminar/Sheltered or structured seminar
- 
- Parent Meetings for at risk students
  - NCVPS summer school enrollment
  - Double stacked courses in the same year (i.e Math II/Math III, Bio/Chemistry)
    - RTHS schedule (both courses)
    - RTHS + NCVPS
  - 5 year graduation plans

