

Research Triangle High School

**RTHS Board of Directors Meeting**

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**Date and Time**

Wednesday June 17, 2026 at 5:30 PM EDT

**Location**

<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> |
| <b>A.</b> Board Meeting Minutes   | Approve Minutes | Ailette Tobien | 2 m            |
| The Board will review and approve the minutes from the May 20, 2026 Board of Directors meeting. |                 |                |                |
| Approve minutes for RTHS Board of Directors Meeting on May 20, 2026                             |                 |                |                |

|  | Purpose | Presenter     | Time           |
|--|---------|---------------|----------------|
| <b>III. Public Comments</b>  |         |               | <b>5:36 PM</b> |
| <b>A.</b> Open to all community members (students, family members, faculty and staff, community members, and others)   | FYI     | Steven Hunter | 5 m            |
| <p><i>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.</i></p> <p><i>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:</i></p> <ol style="list-style-type: none"> <li><i>1. Sign up at least two (2) hours before the start of the meeting by contacting the Board Chair in writing.</i></li> <li><i>2. Each written request to comment must include the speaker's name, their contact information, and the subject of the comment.</i></li> <li><i>3. Each speaker will have no more than three (3) minutes to address the Board.</i></li> </ol> <p><i>The following guidelines are observed during the public comment session:</i></p> <ol style="list-style-type: none"> <li><i>1. Comments must be directed to the Board of Directors.</i></li> <li><i>2. Profanity and personal attacks are not permitted.</i></li> <li><i>3. Board members do not engage in dialogue or respond to speakers.</i></li> <li><i>4. Per state law, any discussion of personnel matters or attorney-client privileged issues must occur in a closed session.</i></li> </ol> <p><i>Thank you for your cooperation and your continued commitment to RTHS.</i></p> |         |               |                |
| <b>IV. Chief School Officer Report</b>   |         |               | <b>5:41 PM</b> |
| <b>A.</b> Executive Overview   | Discuss | Akiba Griffin | 10 m           |
| <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>5:51 PM</b> |

|  | Purpose | Presenter    | Time |
|--|---------|--------------|------|
| <b>A.</b> RTHS Monthly Financials and Other Business | Vote    | 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 and approval:

- Finance Update

|                             |         |              |     |
|-----------------------------|---------|--------------|-----|
| <b>B.</b> Executive Session | Discuss | Carolyn Coia | 5 m |
|-----------------------------|---------|--------------|-----|

The Board of Directors will be in Executive Session to discuss a personnel matter.

- Vote

**VI. Governance Committee Report 6:06 PM**

|   |      |                      |      |
|---|------|----------------------|------|
| <b>A.</b> Governance Committee Business | Vote | Elizabeth Cunningham | 15 m |
|---|------|----------------------|------|

Committee Chair Elizabeth Cunningham will share the following items:

- Review & Vote: 2026-27 Board of Directors
  - Steve Hunter, Chair, Board of Directors
  - Michael Dwomoh, Vice Chair, Board of Directors and Chair, Governance Committee
  - ShuDon Brown, Secretary
  - Carolyn Coia, Chair, Finance Committee and Chair, CEO Support and Evaluation Committee
  - Phoebe Thermitus, Chair, Academic Excellence Committee
  - Julian Berla, Chair, Development Committee
- New board member orientation presentation updates
- Recruitment efforts continue
- Manuals and Procedures

**VII. Academic Excellence Committee Report 6:21 PM**

|  |         |           |      |
|--|---------|-----------|------|
| <b>A.</b> Academic Excellence Business | Discuss | Jeni Corn | 15 m |
|--|---------|-----------|------|

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

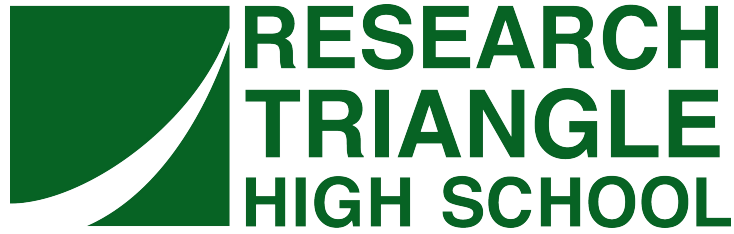
|   | Purpose | Presenter      | Time           |
|---|---------|----------------|----------------|
| <ul style="list-style-type: none"> <li>• Academic Excellence Update</li> </ul>  |         |                |                |
| <b>VIII. Development Committee Report</b>   |         |                | <b>6:36 PM</b> |
| <b>A. Development Committee Business</b>  | Discuss | Dina Requena   | 15 m           |
| Committee Chair Dina Requena and CSO Griffin will give an update:   |         |                |                |
| <ul style="list-style-type: none"> <li>• Development Committee Update</li> </ul>  |         |                |                |
| <b>IX. Remaining Business Matters</b>   |         |                | <b>6:51 PM</b> |
| <b>A. Remaining Items</b>   | Discuss | Steven Hunter  | 15 m           |
| <ul style="list-style-type: none"> <li>• Board members rotating off....THANK YOU!!                             <ul style="list-style-type: none"> <li>◦ Ailette Tobien</li> <li>◦ Allison Saviello</li> <li>◦ Elizabeth Cunningham</li> <li>◦ Jeni Corn</li> <li>◦ Samina Khaliq</li> </ul> </li> <li>• New Board Members....WELCOME!!                             <ul style="list-style-type: none"> <li>◦ Joy Goodwin</li> <li>◦ Kelly Broccio</li> <li>◦ Roopali Shrivastava</li> <li>◦ ShuDon Brown</li> </ul> </li> <li>• New Board Member Orientation</li> <li>• <b>Next Board Meeting:</b> August 19th</li> <li>• <b>Upcoming/ongoing activities</b></li> <li>• <b>Additional Items for Discussion?</b></li> </ul> |         |                |                |
| <b>X. Closing Items</b>   |         |                | <b>7:06 PM</b> |
| <b>A. Adjourn Meeting</b>   | 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 May 20, 2026

DRAFT



Research Triangle High School

## Minutes

RTHS Board of Directors Meeting

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### Date and Time

Wednesday May 20, 2026 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

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### Directors Present

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

### Directors Absent

A. Saviello, S. Khaliq

### Directors who arrived after the meeting opened

M. Dwomoh, P. Thermitus

### Guests Present

A. Drake (remote), A. Griffin (remote), D. Thompson (remote), J. Goodwin (remote), Laura Chapman (remote), Roopali Shrivastava (remote), ShuDon Brown (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 May 20, 2026 at 5:33 PM.

## II. Approve Board Meeting Minutes

### A. Board Meeting Minutes

C. Coia made a motion to approve the minutes from RTHS Board of Directors Meeting on 04-15-26.

J. Berla seconded the motion.

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

#### Roll Call

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

## III. Public Comments

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

None

## IV. Chief School Officer Report

### A. Executive Overview

A. Griffin provided an update on school highlights, details in attached agenda:

- Blood drive
- Robotics competition
- Art Events: Musical & Spring band concert

- Durham Bulls Game
- Senior Week - ongoing

Upcoming events:

- Visual Arts Showcase on 21May26
- Graduation on Friday 5Jun26 at Meymandi Concert Hall in downtown Raleigh starting at 6pm
  - Board Members attending to let Alex / Akiba know to reserve seating

## V. Finance Committee Report

### A. RTHS Monthly Financials and Other Business

M. Dwomoh arrived.

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

- DSCR at 1.46 above the required 1.2
- Vacancies and recently filled positions
- Upcoming contracts
- Unallocated funds updates and proposals

Additionally, sports wrap up updates for the school.

S. Hunter made a motion to approve unallocated funds updates \$30,288.

M. Dwomoh seconded the motion.

- \$10,000 Staff Development Funds
  - Administration Staff to National Charter School Conference in New Orleans
- \$9,000 Athletics Uniforms/Equipment
- \$11,288 AED Updates (safety)

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

#### Roll Call

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

M. Dwomoh made a motion to move into Executive Session for Personnel Matters.

S. Hunter seconded the motion.

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

P. Thermitus arrived.

S. Hunter made a motion to approve contracts for:

M. Dwomoh seconded the motion.

- Elizabeth Stabenow \_ new Science Teacher
- Mechia DuPree \_ contract updated from 11 months to 12 months

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

**Roll Call**

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

A. Tobien made a motion to approve the contract for cleaning services with United Maintenance Corporation.

J. Berla seconded the motion.

- Provided Change to United Maintenance Corporation from Triad Total Care

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

**Roll Call**

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

J. Berla made a motion to approve the contract for transportation services with Elite Transit for 2026-27.

M. Dwomoh seconded the motion.

- we have used them previously
- no other companies found for bidding
- coordinate the bus maintenance
- no increase on the price for this school year

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

**Roll Call**

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

**VI. Governance Committee Report**

**A. Governance Committee Business**

E.Cunningham provided an update on the Governance Committee, details on the agenda:

- update on Conflict of Interest Policy
- 2026-27 Members and Board of Directors
  - 5 board members transitioning out of the board
  - leadership positions
  - 4 proposed new members to the board of directors
- recruitment ongoing for additional 3-4 board members and encourage to provide potential candidates

C. Coia made a motion to approve the update to the RTHS Board of Directors Policy and Procedures Manual with an amendment to the Conflict of Interest Policy.

S. Hunter seconded the motion.

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

**Roll Call**

|              |        |
|--------------|--------|
| P. Thermitus | Aye    |
| M. Dwomoh    | Aye    |
| J. Berla     | Aye    |
| A. Saviello  | Absent |
| C. Coia      | Aye    |
| A. Tobien    | Aye    |

**Roll Call**

S. Hunter Aye  
E. Cunningham Aye  
D. Requena Aye  
J. Corn Aye  
S. Khaliq Absent

M. Dwomoh made a motion to approve 4 new members to the RTHS Board of Directors.  
J. Berla seconded the motion.

- Dr. ShuDon Brown \_ Governance
- Joy Goodwin (parent) \_ Development
- Roopali Shrivastava (parent) \_ Finance
- Dr. Kelly Daughtry Broccio \_ Academics

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

**Roll Call**

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

**VII. Academic Excellence Committee Report**

**A. Academic Excellence Business**

J. Corn and A. Griffin provided an update on academic excellence, details in agenda:

- State Survey \_ Teacher's Working Conditions Survey
  - by annual to all teachers in the State of North Carolina
  - high participation rate, has been running for a few years
  - ~100 items
  - deeper dive at upcoming Board Retreat
  - SET team will use data to goal set
  - summary provided at board meeting
    - Retention
    - Managing student conduct
    - Safety & Wellbeing
    - Facilities & Resources

- Leadership & Support

## VIII. Development Committee Report

### A. Development Committee Business

D. Requena and A.Griffin provided an update:

- Donor appreciation luncheon 21May26
- Funds collected 2025-26 to be spent in internal items like science labs desks
- Fundraising shifting to on-going giving vs one-time giving
- Upcoming year: clearer mission of the fundraising and starting earlier than Giving Tuesday

## IX. Other Business Matters

### A. As needed

- Next Board meeting 17Jun26
- No board meeting in July 2026
- Check - Board Meeting Reminders Configuration in BoT

## X. Closing Items

### A. Adjourn Meeting

M. Dwomoh made a motion to adjourn the meeting.

A. Tobien 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 6:43 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 6.17.26.pptx.pdf

# CSO Report- June 17, 2026



# CSO Highlights

- Senior Week
- Final Exams
- Graduation
- RTHS Team Outing: Top Golf
- Alan Goldstein Retirement Celebration/Room Dedication

## Upcoming Events

- RTHS Summer Hours: M-W 9-3
- RTHS Summer PD begins August 6th for new teachers, and August 10th for returning staff



# Academic Excellence Update

- Reviewed Academic Excellence calendar from current school year and made a few adjustments for upcoming year, adding in Alumni Network/Survey data
- Additions for '26-'27: deep dive into the RTHS Instructional Model: Flipped Learning
- RTHS team members will review rubric for STEM schools of distinction this upcoming year and determine if we want to submit an intent to apply for the '27-'28 school year
- Jeni: CSRB/Carolina Charter School Research Lab partnership with UNC-Chapel Hill



# Development- June 12th 2026



# Development

## \* Donor Appreciation Luncheon: Glasshouse Kitchen Impact Report:

### Fundraising Campaign Revenue

| Description                 | Amount   |
|-----------------------------|----------|
| Raptor Fund Monies Received | \$27,693 |

### Allocation of Funds

| Budget Category                           | Amount Allocated |
|---|------------------|
| Staff Development & Professional Learning | \$10,500         |
| Student Experiences & Events              | \$8,200          |
| Instructional Resources & Curriculum      | \$3,000          |
| General School Operations                 | \$5,993          |
| <b>Total</b>                              | <b>\$27,693</b>  |

### Field Trips/Science Lab Equipment

- Civics: Civil Rights Museum
- Art/yearbook: NC Museum of Art
- Sports Medicine: Training Facility
- New Science Desks-will be ordered this summer

### Staff Development

- AP summer institute: 7 teachers are attending this summer
- Admin attending National Charter School Convention at the end of June

### Instructional Resources

- New learning software purchased to support our EC students(Let's Go Learn)



# Development(cont'd)

- Add campaign impact details to RTHS Student Orientation/Open House materials
- Work with Director of Community Engagement to advertise impact via social media

