

APPROVED



Research Triangle High School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday November 16, 2016 at 5:30 PM

#### Location

RTHS

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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, upstairs in the FBC Conference Room.

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#### Directors Present

C. Mugge, C. Rockafellow, K. Ondrick, R. Cohn, S. McMullan (remote), T. Vaidhyan

#### Directors Absent

G. Rodgers, J. Kerr

#### Directors who left before the meeting adjourned

S. McMullan

#### Guests Present

C. Rao, E. Grunden, Kristen Hoyce, Thomas Judy & Tucker, M. Cutno, P. Blizzard

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### I. Opening Items

#### A. Record Attendance and Guests

#### B.

### **Call the Meeting to Order**

C. Rockafellow called a meeting of the board of directors of Research Triangle High School to order on Wednesday Nov 16, 2016 at 5:37 PM.

Due to the guest attendance of Kristen Hoyce with Thomas, Judy & Tucker, the Audit Firm for RTHS, Ms. Hoyce was invited to present the audit report as the first item following the calling of the meeting to order.

### **C. Approve Minutes**

T. Vaidhyan made a motion to approve minutes from the Board Meeting on 10-14-16 Board Meeting on 10-14-16.

R. Cohn seconded the motion.

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

### **D. CSO Report**

### **E. October Financials**

## **II. Consent Agenda**

### **A. Approve Consent Agenda**

C. Muggle made a motion to Approve the consent agenda as presented.

R. Cohn seconded the motion.

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

## **III. Finance**

### **A. Audit Presentation**

The summary of the audit results were reported as a "clean" report. It was also noted that the State of NC implemented new policies and compliance requirements during the fiscal year ended June 30, 2016 and Ms. Hoyce stated that no issues were found with RTHS compliance to new or pre-existing State laws for Charter Schools. RTHS may look into the various financial institutions that RTHS does business with to ensure that adequate FDIC insurance exists -- CDARs program is a CD-based endeavor that may or not be appropriate for RTHS (Finance Committee should discuss). It was also discussed that it may be a good time for RTHS to look at a specific campaign to do a buy back on the current bonds. Ms. Hoyce indicated that debt covenants on current liability ratio or debt coverage ratio calculations are not required in the audit report but Ms. Hoyce will double check and confirm back to RTHS.

RTHS may want to consider putting the debt service interest and principal into the annual RTHS budget as discreet line items.

In summary, Ms. Hoyce reported a clean opinion with no findings,

C. Mugge made a motion to Accept the audit report with such amendments that may be determined about debt covenants.

C. Rockafellow seconded the motion.

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

#### **IV. Governance**

##### **A. Add new Admission Policy**

Mr. Grunden will present a documented, updated admission policy for Board review and vote in the January, 2017 board meeting. The document that was uploaded to the Board Book for the November, 2016 board meeting by RTHS was incorrect.

##### **B. New Members**

This exercise was not completed at the Board Meeting due to time constraints but all board members have been reminded to please take time before the next board meeting in January, 2017, to complete the Personnel Profile and Board Composition online no later than December 15, 2016.

##### **C. Retreat Action Items**

S. McMullan left.

Pamela reported that she has not been successful in receiving a response from the outreach discussed at the October Retreat specific to student diversity and representation for the next school year. An update will be provided at the January, 2017 board meeting.

The Board acknowledged that the action items listed in the meeting minutes from the October Retreat have started to be incorporated into the Board on Track tool utilizing OKR's for tracking to completion key activities within Committees and the Board overall ; it was agreed that key OKR's will be reviewed and status reported at each RTHS Board Meeting.

#### **V. Other Business**

##### **A. Executive Session to discuss a personnel matter**

A motion was made to go into executive session to discuss a personnel matter. The motion was brought forward by Thomas and second by Caroline and unanimous approval via vote.

a further motion was made after the discussion concluded, to exit executive session; motion brought forward by Rich and seconded by Caroline and approved unanimously.

The Governance Committee will review the current RTHS policies on social media, sexual harassment, bullying, and grievance escalation.

## **VI. Closing Items**

### **A. Adjourn Meeting**

C. Mugge made a motion to adjourn the meeting.

K. Ondrick 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 7:50 PM.

Respectfully Submitted,

K. Ondrick

### **B. PROPOSED HOLIDAY PARTY!**