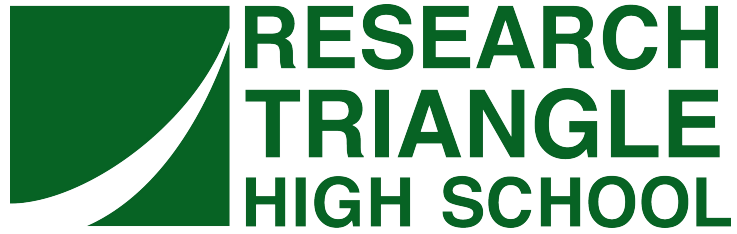


APPROVED



Research Triangle High School

## Minutes

### Monthly Board Meeting

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#### Date and Time

Wednesday February 19, 2020 at 5:30 PM

#### Location

RTHS Board Room

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This meeting will be held at RTHS but available as a teleconference. If you need to call in, you may Join Zoom Meeting

(By downloading the Zoom app to your phone, and then this link always works when you are mobile)

<https://zoom.us/j/961729981>

One tap mobile:

+16465588656,,961729981# US (New York)

+16699009128,,961729981# US (San Jose)

Dial by your location

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

Meeting ID: 961 729 981

Find your local number: <https://zoom.us/u/aNTeilvg5>

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#### Directors Present

A. Quigley, C. Mugge, C. Rao, E. Cunningham, G. Rodgers, S. McMullan (remote), S. Rivers-Kobler

### **Directors Absent**

M. Johnson, T. Medhin, V. Vojnovich

### **Directors who arrived after the meeting opened**

S. McMullan

### **Guests Present**

E. Grunden, J. Guilford

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **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 Feb 19, 2020 at 5:33 PM.

### **C. Approve Minutes from last Board Meeting**

C. Rao made a motion to approve the minutes from Monthly Board Meeting on 01-15-20.

C. Mugge seconded the motion.

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

### **D. Monthly Finance Report**

- Increase in legal fees to streamline bond-related work
- check to see if surplus funds could be used for HVAC-related pending work (rather than tap into reserves for facilities expenses)
- Rendering/cost for Gym: Complete report to get it in March
- Board education on finance/understanding budget: Nicole to put in a presentation (probably in April or May)

### **E. Vote to accept Consent Agenda above**

C. Rao made a motion to approve consent agenda.

C. Mugge seconded the motion.

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

## **II. CEO ACTIONS**

### **A. CSO REPORT**

- Doing pretty good job in getting students to college; 3 students finalist for scholarships (NC State Park Scholarship, Morehead Scholarship, GA Tech Stamp Scholarship); 1 full-ride award to UNC Chapel Hill

### **III. Finance**

#### **A. Committee Minutes - READ**

Nicole L related three items in the 1/31/20 budget update

- a. Addition of Fines and Forfeitures money
- b. Addition of AP bonus funds (directly passed through to teachers)
- c. Legal and Consulting is 133% of budget due to new contract with new bond dissemination agency (\$12,500 for the first year). EG noted there will be a further charge against this to pay for dissemination by US Bank for service through the beginning of the new contract.
2. Carmen M. suggested that we need an outlook column. After discussion it was agreed to rename the "working budget" column to reflect this capacity.
3. Nicole L. explained how the DSCR is calculated after a question about the surplus was asked. The surplus is larger than expected at this point.
4. Eric G. presented the cost of the HVAC repair. AQ suggested this might be expensed out of cashflow rather than exhausting the repair and maintenance fund required by the bondholders. NL will check with the auditors to see if this should be done or if it should be capitalized.
5. EG updated progress on the gym facilities plan. HagerSmith will present to the board at the March meeting.
6. NL, Alex Q, EG will develop a plan for teaching the board about school finances, probably in April or May.

#### **B. Review Progress on FY19-20 Budget**

#### **C. Progress on Transportation Committee**

### **IV. Academic Excellence**

#### **A. Minutes from Committee Meeting**

- Presentation done by E. Cunningham about Alumni Survey

### **V. Development**

#### **A. Minutes from Committee Meeting**

#### **B. Progress on 2019-20 Development Committee Goals**

Credit-based Internship with eni at pilot phase

- Cisco: 4-week externship program; almost like shadowing followed by technology project; unpaid; potential to make it a credit-based externship
- Bloomerang (CRM tool): work in progress; expand its use to include ALL parents, companies and alumni (whether they gave or not); use it to log volunteer hours to monetize with corporations that match those hours
- Contact companies to obtain their community relations person to introduce RTHS
- Engagement (giving) by Board and parents is critical; Corporations are interested in knowing this and will ask

## **VI. Governance**

### **A. Minutes from Committee Meeting**

### **B. Board Recruitment Process and Discussion**

- Board members to suggest a couple of names to join the Board; 2 names suggested by ex-Board member, John Kerr, to join the Board (skills with facilities matter)
- Send list of potential candidates names to Gary Rodgers and Victoria Vojnovich
- Board on Track documents organized now; presentation by Carmen Mugge; Only 3 broad levels: Permanent Board Documents, New Board Member Orientation and Committee Documents

S. McMullan arrived.

### **C. Board Orientation Documents / Board Expectations**

## **VII. Closing Items**

### **A. Adjourn Meeting**

E. Cunningham made a motion to adjourn the meeting.

C. Rao seconded the motion.

The board **VOTED** 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,

G. Rodgers

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## **Documents used during the meeting**

- FY 2019-20 Budget Update 01.31.20 updated.xlsx
- CSO report 021920.pdf

- Copy of College Advising Notes for the Board-Feb 2020.pdf
- AcEx\_Committee for RTHS Board, 2-2020.pdf
- 2020\_02\_12\_development\_committee\_meeting\_minutes.pdf
- 2020\_02\_14\_monthly\_governance\_meeting\_minutes.pdf