APPROVED

Research Triangle High School

Minutes

Special Board Meeting

WTHS Charter Approval / Charter School Training

Date and Time
Wednesday July 28, 2021 at 5:00 PM

Location
RTHS Board Room

Due to the focus of this meeting and the need for some physical signatures, please attend in person if possible.
If you are unable to attend in person the Zoom teleconference link is:
https://rthighschool.zoom.us/j/98283216480

Or a dial in number is 1 301 715 8592 Meeting ID: 982 8321 6480

Directors Present
A. Quigley (remote), C. Mugge, C. Rao (remote), E. Cunningham (remote), G. Rodgers, M. Johnson (remote), R. THALLA (remote), S. Carty Vetere, S. Rivers-Kobler (remote)

Directors Absent
C. Coia, M. Bliss, S. Hunter, T. Medhin

Guests Present

A. Tobien (remote), E. Grunden

I. Opening Items

A. Record Attendance

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 Jul 28, 2021 at 5:23 PM.

II. Charter School Training

A. Charter School Board Training

Meeting started at 5.07 pm with a Presentation by School Attorney Ms. Lisa Gordon

- Board members are Fiduciaries; Not responsible for day to day operations done by Director (CSO); Responsible for the big picture
- Right of every Board member to get information about the school; Right to demand information about Budget/Operations/Student performance/etc
- Board members are empowered to ask questions about school viability/finance matters etc
- Board must make sure there are clear rules in place Re: finance practices
- Board always speak together as a Board/Not as Individuals; No one Board member is more powerful than the other even though they may be Officers like Chair/Vice-Chair/Secretary etc; All Board members have equal rights to access/information
- Board must not get involved in Personnel matters of the school unless it comes before the Board
- Open Meeting Laws: For emergency meetings, post notice as much early as possible/Talk only about the item for which the meeting has been called; No extraneous items should be discussed during this meeting
- Voting must be done in open sessions
- Limit closed sessions to only those reasons that are allowed for ex. Real estate matters, Personnel-related
- Public Records Law: Substantive discussions in email will be an issue; As a general rule, Personnel information is confidential; However, a document can be created on request containing information about personnel like date of hire, name, qualifications, experience etc. This is treated as Public Record

III. Charter School Application

A. WTHS Application

- Impact on RTHS if West Triangle HS is started; WTHS to start in 2023; Plan is to hire addtl. staff members; Train AP in the meantime and have them on the property till such time WTHS is ready for a new leader; Plan is to run RTHS like before with little to no disruption as a new leader/staff will run WTHS
- Real Estate related work for WTHS: Will require immense work by CSO and Board; Can be demanding and time consuming; Rest of school work is replicable and not likely to pose an issue as WTHS is being based on a proven model namely RTHS; Key is to have a good leader take on/over the responsibility of running WTHS - that will make all the difference in handling all aspects of running WTHS
- Important to identify risks and the ways it can be mitigated; One way to look at it is this is least risky way of starting a new school due to factors like a fully functioning, existing Board/Experienced CSO/Successful model
- Once Charter School application is approved and the Access Grant is confirmed, the Advisory Committee will take over and get the process in motion with potential Board members in it and identify a good leader

Action Items:
- Have Ms. Lisa Gordon draft a list of requisites for Board to consider to move forward and agree for setting this in motion
- Have Field Partners, create Project Manager and get views on the Feasibility Study
- Document Risks and ways it can be mitigated

B. Charter School Application Approval Vote

S. Rivers-Kobler made a motion to Accept Charter School Application for submitting today.
C. Mugge seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Rao	Aye
S. Hunter	Absent
S. Rivers-Kobler	Aye
M. Johnson	Aye
C. Coia	Absent
E. Cunningham	Aye
T. Medhin	Absent
S. Carty Vetere	Aye
G. Rodgers	Aye
C. Mugge	Aye
A. Quigley	Aye
M. Bliss	Absent
R. THALLA	Aye

S. Rivers-Kobler made a motion to have a WTHS Roadmap created which would include the timeline for the program, tollgates (i.e., go/no-go decision points), costs, risks and options to mitigate the risks.
G. Rodgers seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. THALLA	Aye
M. Bliss	Absent
S. Rivers-Kobler	Aye
C. Mugge	Aye
C. Rao	Aye
T. Medhin	Absent
A. Quigley	Aye
S. Hunter	Absent
E. Cunningham	Aye
G. Rodgers	Aye
C. Coia	Absent
S. Carty Vetere	Aye
M. Johnson	Aye

IV. Executive Session (If needed)

A. Personnel Matter Discussion

V. 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 6:30 PM.

Respectfully Submitted,
G. Rodgers
M. Johnson made a motion to adjourn the meeting.
C. Mugge seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

G. Rodgers	Aye
S. Rivers-Kobler	Aye
C. Rao	Aye
M. Bliss	Absent
M. Johnson	Aye
R. THALLA	Aye
A. Quigley	Aye
T. Medhin	Absent

Roll Call

S. Carty Vetere	Aye
E. Cunningham	Aye
C. Coia	Absent
C. Mugge	Aye
S. Hunter	Absent