APPROVED

Research Triangle High School

Minutes

Governance Committee Meeting

Date and Time
Monday April 14, 2025 at 11:00 AM

Location
https://rtp-org.zoom.us/j/85230571593?pwd=KS3gaSaAcdi4b2yuRt4TDPf40sEzrH.1

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 Conference Room (Room 200).

Committee Members Present
A. Tobien (remote), C. Coia (remote), E. Cunningham (remote), M. Dwomoh (remote)

Committee Members Absent
P. Thermitus

Committee Members who arrived after the meeting opened
A. Tobien

Guests Present
A. Griffin (remote)

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

C. Coia called a meeting of the Governance Committee of Research Triangle High School to order on Monday Apr 14, 2025 at 11:05 AM.

C. Approve Minutes

M. Dwomoh made a motion to approve the minutes from Governance Committee Meeting on 03-19-25.
C. Coia seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

E. Cunningham	Aye
M. Dwomoh	Aye
A. Tobien	Absent
P. Thermitus	Absent
C. Coia	Aye

D. Approve Minutes - November

A. Tobien arrived.
C. Coia made a motion to approve the minutes from Governance Committee Meeting on 11-15-24.
E. Cunningham seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

E. Cunningham	Aye
P. Thermitus	Absent
M. Dwomoh	Abstain
C. Coia	Aye
A. Tobien	Aye

II. Governance

A. Review New Board Candidate Progress + Openings

- Meeting with prospective members
- Consider strengths, needs, and competencies (ex. academics, finance, availability)
- Ready to interview Julian Burla as a prospective member
- Wrapping up 1:1 meetings (Mitch, Abid) and will present report in May
    - Abid not an RTHS parent
- Consider introduction of School Expansion Committee; consider structure and collaboration
- Rotations of members on committee

- Michael: Discussing opportunity with potential Board members

B. Policy + Other Reviews

- Title IX Policy - reviewed comments as a group. Wording from lawyer to meet federal law. The Committee will review and send any additional changes or questions to A.Griffin.
- Handbook - expected April 30 for committee review. Lisa is creating Handbook templates for our use that will include legal and policy updates.
- SOPs:
  - HR SOPs have been completed tracking the life cycle of an employee.
  - School Safety
  - EC- Exceptional Children process
    - Additional work is needed on School Safety and Exceptional Children. The goal is to present SOPs for review by the end of April 2025

C. Discuss Evaluation Distribution

Evaluations to Board and school staff

- planning release by ~15Apr25
- duration 2-3 weeks to complete by ~2May25
- committee to review survey questions, especially anything to add
- keeping survey consistent benefits a year-to-year comparison
- committee and Board will review and draft a report
- report is shared with A.Griffin as a part of her annual evaluation process

III. Other Business

A. Admin Items (as needed)

None

IV. 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 11:49 AM.

Respectfully Submitted,
A. Tobien