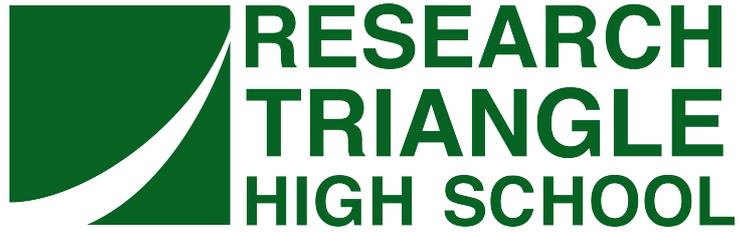


APPROVED



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=KS3gaSaAcidi4b2yuRt4TDPf40sEzrH.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

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

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