

APPROVED



Research Triangle High School

Minutes

RTHS Finance Committee Meeting

Date and Time

Wednesday May 13, 2026 at 9:00 AM

Location

Join Zoom Meeting

<https://rtp-org.zoom.us/j/85230571593?pwd=KS3gaSaAcidi4b2yuRt4TDPf40sEzrH.1>

Meeting ID: 852 3057 1593

Passcode: 897069

The RTHS Finance Committee meets on the second Wednesday of each month, except in December and July. Meetings are held virtually.

Committee Members Present

A. Griffin (remote), C. Coia (remote), E. Cunningham (remote), S. Hunter (remote)

Committee Members Absent

None

Guests Present

A. Drake (remote), N. Lightner (remote)

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

C. Coia called a meeting of the Finance Committee of Research Triangle High School to order on Wednesday May 13, 2026 at 9:02 AM.

C. Approve Minutes

E. Cunningham made a motion to approve the minutes from RTHS Finance Committee Meeting on 04-09-26.

S. Hunter seconded the motion.

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

II. Finance Committee Business

A. Finance Committee

- April Financials - projected surplus ~\$195K, DSCR 1.46
- Current Vacancies
 - physics (contract extended for current sub teacher)
 - environmental science (offer just accepted)
 - chemistry
 - instructional coach
 - support position (.2 FTE)
 - 2 new FTE (TBD and should likely absorb support duties, grant writing, etc.)
- Unallocated Funds Update -
 - purchased approved spend from March Board meeting
 - request to purchase 2 activity vans - \$80K
 - Finance Committee requested additional information to understand comparison over status quo, insurance, how much use for 1 vs 2, maintenance expense, warranties, etc.
 - Staff development fund increase - national charter schools conference - \$10K
 - athletics uniforms replacement for soccer; athletics marketing banners - \$9K
 - AED upgrades — \$11K

S. Hunter made a motion to Recommend approval of the budget spend for staff development, athletics uniforms/equipment, and AED upgrades for approximately \$31K.

C. Coia seconded the motion.

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

C. Coia made a motion to Recommend approval of a cleaning service contract with United Maintenance Corporation for 1 year contract at \$99,900 (FY26-27 budget \$100K) with a cap on optional renewal to not exceed 5%.

S. Hunter seconded the motion.

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

C. Coia made a motion to Recommend approval of a transportation services contract with Elite Transit, LLC at \$44,550.

E. Cunningham seconded the motion.

Single source bid - no other local companies to bid

No increase to prior year

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

C. Coia made a motion to Recommend approval of new staff - Elizabeth Stabenow (Science).

S. Hunter seconded the motion.

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

III. 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 9:55 AM.

Respectfully Submitted,

C. Coia