APPROVED

Research Triangle High School

Minutes

RTHS Governance Committee Meeting

Date and Time
Thursday August 14, 2025 at 5:30 PM

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

Meeting ID: 852 3057 1593
Passcode: 897069

The RTHS Board of Directors meets monthly on the second Thursday of each month, except for July and December. Meetings are held virtually between 5:30pm ET and 7pm ET. Note that meeting dates/times are subject to change.

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

Committee Members Absent
None

Committee Members who arrived after the meeting opened
C. Coia, P. Thermitus

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

M. Dwomoh called a meeting of the Governance Committee of Research Triangle High School to order on Thursday Aug 14, 2025 at 5:32 PM.
P. Thermitus arrived.

C. Approve Minutes

E. Cunningham made a motion to approve the minutes from Governance Committee Meeting on 06-16-25.
A. Tobien seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

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

C. Coia arrived.

D. Approve Minutes

C. Coia made a motion to approve the minutes from Governance Committee Meeting on 05-09-25.
A. Tobien seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

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

II. Governance

A. Recommend Board Leadership Slate for Approval

- Elizabeth Cunningham (Board Chair)
- Steven Hunter (Board Vice Chair)
- Ailette Tobien (Board Secretary)*
- Carolyn Coia (FInance Committee Chair and Treasury)
- Michael Dwomoh (Governance Committee Chair and CSO Evaluation Chair)
- Jeni Corn (Academic Excellence Committee Chair)

- Dina Requena (Development Committee Chair)

*Member term is within the school year.
Motion to approve the slate of board leadership.
The committee **VOTED** to approve the motion.

Roll Call

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

B. Committees Vice-Chairs

Committees Vice-Chairs: voting is not required by the by-laws, suggested to inform the board during the board meeting.

Committee Vice-chair is to cover when the committee chair is not available (committee chair backup).

Governance Vice-Chair: Carolyn Coia
Finance Vice-Chair: Elizabeth Cunningham
Development Vice-Chair: Julian Berla
Academic Excellence Vice-Chair: Samina Khaliq

C. Policy + Other Reviews

Documents for review presented by A. Drake:

1. Finance - pulling finance information into 1 place. No new ground-breaking info.
2. Exceptional Children (EC) operating procedure - EC for the state and adapted for high school, EC information was in other manuals for previous school years.
3. School Safety/Security - rework of previous RTHS crisis plan into an easier format with steps. No new ground-breaking info.

Committee review of edits by end Friday 15Aug25, so that Alex Drake can provide the documents by Monday 18Aug25.
C. Coia made a motion to approve the 3 documents: Finance, Exceptional Children, School Safety/Security.
E. Cunningham seconded the motion.
unconditional approval to the comments being addressed
The committee **VOTED** to approve the motion.

Roll Call

E. Cunningham	Aye
P. Thermitus	Aye

Roll Call

A. Tobien	Aye
M. Dwomoh	Aye
C. Coia	Aye

III. Other Business

A. Proposal Open Lottery Application Window Earlier

A. Drake covered the proposal to open the Lottery Application window earlier in the Fall, like in October, to align with the school tours and also to align with other charter schools.

Check of documents that need updating. The "language" from and to is needed to board vote:

- Admission and Enroll Policy
- Check if it's in Charter
- Check other documents like handbooks, school website

B. Other AOB

- Clean up BoT Officers and New Members - it's unto date
- Onboarding for New Members - both new members were onboard
- Plan for Upcoming Meetings
- Any additional policy needs at this time? MVV? - Item from previous board retreat, A.Griffin covered that Mission, vision and values of the school after discussion was decided that do not need updating.

IV. Closing Items

A. Adjourn Meeting

A. Tobien made a motion to adjourn meeting.
C. Coia seconded the motion.
The committee **VOTED** unanimously 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 6:38 PM.

Respectfully Submitted,
A. Tobien