

**Minutes of the Raleigh Charter High School, Inc.
Board of Directors Meeting
9 December 2024**

The Raleigh Charter High School Inc. Board of Directors and Board of Directors of Raleigh Charter High School, Inc. (the “School Board”) held a contemporaneous meeting in virtual meeting format. The meeting began at 5:33 p.m.

Those in attendance and constituting a quorum were:

Members: Lisa Huddleston, Paul McSorley (chair), Lisa Stephenson, Jonathan Green, Sandra Headen, Dwight Thompson, Catherine Finch, Hannah Page, and Jessica McDonald.

Guests: David Ennis, Shayne Klein, and Caio Setubal

Absent: Yasha Rao, Alex Karsten, Peter Smith, and Rob Fenoglio.

Commencement of Joint Meeting with the Board of Directors of Raleigh Charter High School, Inc.: The Raleigh Charter High School Board of Directors Chair Paul McSorley called the joint meeting to order at 5:34 p.m.

Except where noted below, the meeting followed the Agenda, which was distributed at the meeting, a copy of which is attached to these Minutes.

Audit Report: J. Green was recognized to provide a report from the Audit Committee. Two new members, Emily Hulbert and Elliott White, both of whom are school alumni, have joined the Audit committee. The committee met in November to discuss the Annual Financial Report (“Audit”) for the fiscal year ending June 30, 2024. J. Green drew our attention to pages 7 and 9 to evaluate the financial assets and liabilities portion of the report. The school is in a strong financial position with \$317,000 more assets than the previous year, and the liabilities have decreased since last year. The Finance Committee and Audit Committee jointly recommend that the two Boards accept the audit as presented. For the Foundation Board, upon proper motion by J. Marks and second by N. Robson, the Foundation Board unanimously approved the 2024 Audit Report. For the School Board, upon proper motion by P. McSorley and second by J. Green, the School Board unanimously approved the 2024 Audit Report. The Audit has been submitted and accepted.

Development Report: J. McDonald was recognized to provide a report from the Development Committee. December 3, 2024 was Giving Tuesday and the school had a goal of raising \$10,000 for the Phoenix Fund. McDonald reported that we exceeded that goal and raised \$15,000 thanks to the generous giving from our school community. The Phoenix Fund is performing well so far this year. Members of the Development Committee sent out hand written notes to all new

families to welcome them to Raleigh Charter High School. The committee is planning a small gathering in February 2025 to meet with donors. The Annual RCHS newsletter will be sent to families this month, before the end of the year. Members of the Board are reminded to consider who they can invite to join them in giving to the school this year.

Principal's Report: L. Huddleston was recognized to provide the Principal's Report. She distributed and led the Boards in a discussion of the Principal's Report handout. She highlighted a few items of note:

- The PreACT was successfully administered to all the sophomore students.
- The Drama production of PUFFS was presented in November and had a successful run.
- Ninth grade students presented the Artifact Museum on Nov. 22
- The school hosted a parent event to discuss Mental Health and Wellness. There was lower attendance than in previous years with about 20 parents in attendance.
- Thank you to the Phoenix Parents group who have refreshed and updated the Teacher Work Room.
- Members of the Honor Council will provide study sessions for ninth graders to help them prepare for exams.
- Many of the school music groups will be performing concerts in December and January. The Boards are invited to attend.
- The School Culture and Belonging efforts have continued to be successful this fall, with a cultural fair on Nov. 1 and special guest speaker, Ryan Dial, Citizen of the Lumbee Nation, who visited US History classes on Nov. 18.
- Regarding compliance, there is new legislation, Protecting our Students Act, for which teachers and students must be trained. The NCDPI provided videos to accomplish this training. Teachers participated in training at a faculty meeting and students received training during advisory period in November.
- The school calendar for 2025-26 school year is drafted for review and approval by the board.
 - On proper motion by S. Headen and second by D. Thompson, the School Board unanimously approved the calendar for the 2025-26 school year.
- Winter sports are underway and will continue into second semester. The HSAA may divide schools into eight classifications in the 2025-26 school year (1A-8A). In that event, RCHS will likely be 2A. D. Thompson asked how this might impact travel for sports and L. Huddleston responded that it will depend on how the conference is split up, so it is too early to know how far/where sports teams may compete.

Adjournment of the Meeting of the Foundation Board: The meeting of the Foundation Board was adjourned at 5:54 p.m.

Minutes of the 26 October 2024 Meeting of the Board: The Board reviewed the draft minutes of the 26 October 2024 meeting of the Board. On proper motion by J. Green and second by D. Thompson, the Board unanimously approved the minutes of the 26 October 2024 meeting of the Board as written.

Finance Committee Report: J. Green was recognized to provide a report from the Finance Committee. There were no changes in revenue or expenses since the last meeting. We have maintained a good debt service ratio. In January, AP bonus information will be available and we will discuss teacher bonuses as that time.

Phoenix Parents: L. Stephenson was recognized to provide a report from the Phoenix Parents group. She highlighted that Phoenix Parents volunteers worked together to refresh and clean the Teacher Workroom. They will host a teacher luncheon on December 16 and on January 11, 2025, volunteers will work together to refresh classrooms and the school building.

Faculty Representative Report: H. Page is the new Faculty Representative and she was recognized to provide a report. At this time she did not have a report to share, and she will work with faculty and the Board to help facilitate open communication between faculty and the Board moving forward.

Additional Issues/Community Feedback: The Chair opened the floor to entertain any additional items of business and none were raised.

Upcoming Meetings: The Chair reminded the members of the upcoming Board meetings which will be held on 27 January, 24 February, and 24 March 2025.

Closed Session: On proper motion by J. Green and second by J. McDonald, the Board unanimously voted to enter Closed Session to consider personnel matter and to allow D. Ennis to remain for technical support and Academic Deans S. Klein and C. Setubal to attend.

On proper motion by D. Thompson and second by S. Headen, the Board unanimously voted to leave Closed Session.

On proper motion by C. Finch and second by J. McDonald, the Board unanimously voted to hire Consuelo (Connie) Babb to fill the Data Manager role effective January 6, 2025.

On proper motion by S. Headen and second by D. Thompson, the Board unanimously voted to enter Closed Session to consider recent student discipline concerns and to allow D. Ennis to remain for technical support and Academic Deans S. Klein and C. Setubal to attend.

On proper motion by J. McDonald and second by S. Headen, the Board unanimously voted to leave Closed Session.

Adjourn: On proper motion by C. Finch and second by S. Headen, the Board unanimously voted to adjourn at 6:40 p.m.

Respectfully submitted by Catherine Finch, Board Secretary.