

Board of Trustees, Ridge and Valley Charter School
Special Meeting Minutes

The Meeting of the Board of Trustees of Ridge and Valley Charter School was held on October 4, 2007 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:20 pm by Evonn Reiersen, Facilitator. The Trustees operate on a consensus basis in all matters. We choose to dispense with Robert's Rules of Order and Conventional Parliamentary Procedure. Our intention is to affirm the mission of the school. Ridge and Valley Charter School offers an integrated, experiential course of study in the context of the universe and its interrelationships. Adequate notice of this meeting had been made in accordance with the provisions set forth in the Open Public Meetings Act, Chapter 231, Laws of 1975 in the New Jersey Herald, the County superintendent's office and with the County Administrator.

Roll Call	present	absent
Voting Members		
Kerry Barnett	X	
Donna Best	X	
Lisa Kelly	X	
Andy Marancik	X	
Dave McNulty	X	
Kathyann Natkie	X	
Evonn Reiersen	X	
Pati Uzar	X	
Non-voting members:		
David Wyllie, Academic Coordinator	X	
Nanci Dvorsky, Administrative Coordinator		X
Traci Pannullo, Curriculum Guide	X	
Facilitator: Evonn Reiersen		
Guardian: Donna Best		
Recorder: Kerry Barnett		
Also in attendance: Rowena McNulty		

Trustee Circle Opening: convened 6:20 pm

Notices: None

Public Participation: None

Approval of Minutes: Approval of July 19, 2007 and August 16, 2007 minutes.

Correspondence: none

Business Administrator's Report: Recommended budget transfers. **Resolution 10.04.07.b** To approve a budget transfer from Line 75 Misc Expenditures in the amount of \$2,000 to Line 48 Textbooks for the Math assessment materials.

Administrative Coordinator's Report: **Resolution 10.04.07.b** To approve a budget transfer from Line 75 Misc Expenditures in the amount of \$2,000 to Line 48 Textbooks for the Math assessment materials.

Academic Coordinator's Report: None.

Curriculum Coordinator's Report: Traci Pannullo and Rowena McNulty shared and described language arts resources the school owns and additional resources recommended for purchase, in particular *The Guide on the Side* series of teacher manuals by grade level. Extensive discussion followed.

Purchasing and Planning: Rowena explained that guides have purchased resources individually and a coherent school-wide plan would be a better guide for purchasing. Kathyann expressed concern that precedent has been set by these informal purchases already and that we are following the precedent of designating reading by levels. Dave Wyllie referred to the Proposed Curriculum Development Process distributed recently. A sound process will delineate checks and balances, review and assessment.

Training: Traci explained that the publisher provides training in using the teacher manuals by sending an expert to the school several times in the first year of use. Donna asked whether the training could be repeated or videotaped. Traci responded that various additional resources such as extra training or access to the subscription databases which accompany the text could be discussed with the publisher as part of the purchase. Kathyann asked what training/resources would be devoted to balancing the more conventional, teacher-centered perspective of *The Guide on the Side* with development for guides in student-centered and student-led learning.

Point People / Check in: Traci and Rowena will continue to be point people on the language arts program and to update the trustees regularly.

Resolution 10.04.07.c Trustees approve the expenditure of up to \$4,000 for specified language arts resources to supplement current materials, pending confirmation of funds availability and Curriculum Coordinator's review of materials. Trustees request monthly updates on the use of the materials from the Curriculum Coordinator and quarterly review of the materials' use. Approved unanimously.

Rowena McNulty continued the Curriculum Coordinator's Report in response to Kerry Barnett's request that she explain the recent innovations in "concentrated" studies prompted by the Intervention and Referral Services Team. Rowena outlined three interventions: 1) trained and supervised parent volunteers in small-group settings, 2) The Home Connection: 2 – 3 pm on Tuesdays Rowena and Guide Marin are available for individual help on assignments. 3) Nautilus Basic Skills block 9:30 – 11:30 am MTThF. All guides of the affected groups (~grades 3 – 5) concentrate on basic skills while students are grouped according to various criteria, including IEP requirements. Rowena commented she had never seen in other schools such concerted group effort to address students' needs. Extensive discussion followed.

Evonn asked how the guides were reacting. According to Rowena, reactions include very satisfied, challenging to schedule in blocks, wish for additional staff to expand Nautilus to younger students. Donna asked how all guides are gaining skills in teaching all children when some are in others' care for extended periods and expressed concern about the effects of dividing class groups of students. Traci stressed that all groups are working with integrated, hands-on, project-based activities. Pati recommended the integration of older students as helpers with Nautilus.

Rowena reported that the Special Education team is cooperating well. Donna expressed her concern about the percentages of students with and without IEPs at RVCS in the future. Kathyann shared her hope that RVCS will ensure a specialized, individualized program for all students. She also requested that information about the Skills Block be publicized to the community in the newsletter and, as a trustee, she needs information about such an innovation *before* it begins.

Trustees offered sincere thanks to Guide Rowena and look forward to her joining the monthly working meetings from November.

October Enrollment Count: 1 opening in 8th grade, 2 in 2nd grade. *Star-Ledger* ad will run.

Committee Reports:

Charter Renewal Application Committee: Brief update on the Charter renewal Application.

Resolution 10.04.07.a To approve submission of the Charter Renewal Application. Unanimously approved.

Agenda for 10/18/07: topics outlined, Evonn will communicate to the community via newsletter.

Other Business: Japanese intern Tetsuro Nagata coming in February instead of November for personal reasons. Additional host families are needed. Donna Best expressed concern about commercial or violent costumes at the Harvest Festival, followed by some discussion. Lisa Kelly will prepare information about costumes and share it.

Meeting Adjourned 10:20 pm

Kerry Barnett, trustee, for Nanci Dvorsky, Board Secretary