

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

The Meeting of the Board of Trustees of Ridge and Valley Charter School was held on June 19, 2008 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:15 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	
Evonn Reiersen	X	
Pati Uzar	X	
Non-voting members:		
David Wyllie, Academic Coordinator		X
Nanci Dvorsky, Administrative Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	

Facilitator: Evonn Reiersen Guardian: Kerry Barnett

Recorder: Nanci Dvorsky

Also in attendance: Rowena McNulty, Lisa Masi, Cathy Conner, Tom Kelleher, Dave Paulson, Sylvia Ramos, Kim Yousey

Trustee Circle Opening: convened 6:20pm

Notices: None

Public Participation: Sylvia Ramos stated her intention to apply to become a Trustee at RVCS.

Approval of Minutes: Approval of May 15, 2008 minutes with corrections.

Correspondence: A letter from a parent to the Trustees regarding security at the school was entered into the record with Dave McNulty stating that he had contacted the parent. A letter from Jayne Pfitzenmeyer regarding her inability to be the speech therapist for the 08-09 school year was read and accepted with regret by the Trustees. Mid County Paper Stock Company sent a proposal for paper recycling at RVCS. Nanci Dvorsky asked that another member of the Trustees follow up with the company. No one volunteered.

Business Administrator's Report: Charlie Knopf reported that the finances are in good order for the end of year closing and moving into the 08-09 fiscal year. He is in the process of entering the 08-09 budget into the CDK GAAP accounting system and creating the yearly purchase orders. The refinancing process with Lakeland Bank and the Nonprofit Finance Fund is in process and school attorney Bill Gold will handle the closing with Dave McNulty and Kerry Barnett. After the closing Charlie will begin the HVAC upgrade bid process. Charlie reported that the state funding formula for the upcoming year for charter schools will be flat with no facility money as in the past. Charlie said the trustee training in the first year will be offered by NJSBA as webinars with the schedule posted online.

Resolution 06.19.08.g To approve the Board Secretary and Treasurers Reports for May 2008 and certifications. Approved unanimously. **Resolution 06.19.08.b** To approve the budget transfers, interim transfers done 5/20 and 5/27, and those required thru June 19, 2008. The SBA is authorized to make other yearend transfers as required. Approved unanimously. **Resolution 06.19.08.c** To approve the transfer of \$5,799.00 from fund balance to general fund for fire alarm upgrade. Approved unanimously.

Administrative Coordinator's Report: **Resolution 06.19.08.a** To approve payment of bills in the amount of \$90,866.61 which includes payroll. Approved unanimously. **Resolution 06.19.08.e** To approve Student Accident Insurance for 08-09 through LINA (CIGNA) Insurance at the rate of \$625.00 with optional 24 hour wrap around coverage for families to purchase for \$47.00 year with extended dental of \$8.00 a year. Approved unanimously. **Resolution 06.19.08.f** To approve continued membership in NJCPSA at the rate of \$10 per student for the 08-09 school year. Approved unanimously. **Resolution 06.19.08.h** To respectfully decline the Title IV NCLB funds in the amount of \$145 for the 08-09 fiscal year. Approved unanimously. **Resolution 06.19.08.k** To approve the firm of Cullari Gallo Soojian for the 07-08 fiscal year audit for the amount of \$9,350.00. Approved unanimously.

A lottery drawing was held for 7th out of district waiting list students for 08-09. Nanci Dvorsky reported that the 08-09 REAP Grant application has been approved in the amount of \$24,333.00.

Academic Coordinator's Report: The April 20th, May 15th and June 19th reports were submitted.

Curriculum Coordinator's Report: Traci Pannullo reported that she attended a workshop with Lisa Masi on data driven instruction hosted by a Newark based charter school. They felt the information received will be useful at RVCS using GMADE and GRADE assessments as the data. The math curriculum committee is still discerning which program would be the most appropriate for RVCS. The week long staff debrief will conclude June 20th with a focus on key learning experiences as it pertains to content areas. The Guides are in agreement to use the committee model for their work and would like to invite a Trustee to attend one Guide meeting a month on a rotating basis to improve communication across the circles. The Guides have discussed the attendance situation of prior years and would like the Trustees to draft a letter to parents. Dave Paulson and Donna Best agree to be point on this. The Dissemination Grant that Unity Charter School applied for in collaboration with RVCS has been approved with work beginning together the week of July 7th. The Leader to Leader Mentoring Grant application period had been extended to June 16th so we should hear soon as to the results of our application.

Committee Reports: Kerry Barnett presented the revised Committee List for 08-09 and she would like each committee to submit a description, meeting schedule, and point person. Kerry facilitated the June reorganization meeting details.

Peace Committee: Dave Paulson reported that a draft policy recommendation for the Bullying and Harassment policy will be presented at the July Trustee public meeting. The committee currently meets Tuesdays from 6pm to 7:30 pm and is changing their name to Peace CORE.

Other Business: Dave Paulson has submitted his application to join the Trustee Circle. A summary of the Trustee and Guide meeting was given by Kerry Barnett. Kim Yousey reported that she is still working on the Wetlands Restoration Project. The estimates for infrastructure came in high which caused the design to be modified and she is looking into additional funding sources with Conservation Resources Institute as a possibility.

Executive Session to discuss personnel matters 9:15pm.
Return to public session at 10:55pm.

Resolution 06.19.08.d To accept the contract for Nicholas Philliou as Integrated PE and World Language Guide at \$21,000

To approve employment for Bradley White, Alex Tullis, and Julia Ochs as Support Guides at a per diem rate of \$115 plus \$2,000 aide in lieu of insurance. Unanimously approved.

Resolution 06.19.08.i To offer contracts for the 2008-2009 school year as follows:

Cathy Conner Special Education Guide \$42,782.00

Elizabeth Saar Guide \$34,250.00

Ieva Iverson Classroom Guide \$44,065.00

Christopher Trainor as Special Education Aide at a per diem rate of \$100 for an average of 3 days per week

Unanimously approved.

Resolution 06.19.08.l To approve Charles Knopf as School Business administrator for the 08-09 school year at a salary of \$25,750. Approved unanimously.

Resolution 06.19.08.m To approve the Shared Leadership Team with stipend amounts as follows:

Rowena McNulty \$7,000

Lisa Masi \$8,500

Traci Pannullo \$5,000

Susan Paynter \$15,000

Approved unanimously.

Resolution 06.19.08.j To approve the request to advance student D.M. one grade level for the 2008-2009 school year.

Approved unanimously.

Meeting Adjourned 10:30pm

Nanci Dvorsky, Board Secretary

