

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 September 18, 2008 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:15 pm by Donna Best, 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	
Dave Paulson	X	
Evonn Reiersen	X	
Pati Uzar	X	
Non-voting members:		
Nanci Dvorsky, Administrative Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	

Facilitator: Donna Best    Guardian: Pati Uzar    Recorder: Nanci Dvorsky

Also in attendance: Lisa Masi, Tom Kelleher, Sylvia Ramos, Barbara Cochran, Kath Cameron, Melissa Browns, Eileen Leadbeater, Marianne Nicholson, Donna Usinowicz, Terri Trapp, Brandon Trapp, Spenser Trapp

**Trustee Circle Opening:** convened 6:15pm

**Notices:** None

**Public Participation:** Eileen Leadbeater reported that she worked with the Land Care Committee to brush hog/mow selected areas of the property. She suggested a Before/After Care program be started at RVCS and it was agreed that a notice would be placed in the next newsletter asking for parents to contact her if they were interested. Terri Trapp would like to do a Business to Business Directory, Pati Uzar offered to work with her on it. Brendan Trapp asked for stewardship of his Eagle Scout project and requested help finding a donation of a sign for the project. He also needs a letter of completion by RVCS and Dave Paulson agreed to follow up. Spenser Trapp would like to submit a proposal to do his Eagle Scout project at RVCS. Melissa Browns read a letter regarding open access to all Trustee meetings regardless of their focus and Sylvia Ramos said she felt that the circle governance process had been compromised by the confusion of the September 11<sup>th</sup> meeting. Cathy Conner submitted a proposal for a whole school student overnight experience at Princeton Blairstown Center this fall and a request for partial funding by RVCS. The Finance Committee will review the request for funds. Susan Paynter described the work she is doing with the staff and requested that the Trustees approve her change of focus from her original proposal.

**Approval of Minutes:** Approval of July 19, 2008 and August 21, 2008 minutes with changes.

**Correspondence:** A letter from Laurie Meivogel was read regarding Back to School Night along with Rowena McNulty's response to the letter.

**Business Administrator's Report:** Charlie Knopf presented the report as follows: **Resolution 09.18.08.h** To approve the Board Secretary and Treasurers Reports for August 2008 and certifications. Approved unanimously. **Resolution 09.18.08.b** To approve the ACES Cooperative Pricing System to purchase electric power until May 2009. Approved unanimously. Charlie reported that the bank refinancing closing date has been moved to October 10, 2008.

**Administrative Coordinator's Report:** **Resolution 09.18.08.a** To approve payment of bills in the amount of \$183,167.06 which includes payroll. Approved unanimously. **Resolution 8.21.08.c** To accept the NJCPSA Dissemination Grant in the amount of \$33,464.00. Approved unanimously. **Resolution 09.18.08.d** To approve budget transfers of Line 47 supplies to Line 48 text \$100.00, Line 74 energy to Line 70 insurance \$381.00. Revenue Transfers of adjustment aid line 20 \$36,079.00 to Line 43 Sal Teachers and Line 55 Consultant/Tipping Point Solutions \$15,000. Approved unanimously. **Resolution 09.18.08.e** To approve the purchase of 24 hour accident insurance coverage from the Life Ins Co. of North America, a CIGNA company, for uninsured support staff at a rate of \$55 per year which includes extended dental coverage. Approved unanimously. **Resolution 09.18.08.f** To approve paying Kristin Noel the stipend amount of \$1,250 for the 2008-2009 school year to coordinate substitute teacher coverage for the staff beginning September 1<sup>st</sup>. Approved unanimously. **Resolution 09.18.08.g** To accept the award of the 08-09 REAP Grant in the amount of \$23,544. Approved unanimously. Nanci Dvorsky gave an enrollment update.

#### **Shared Leadership Team Reports:**

**Curriculum Coordinator Report:** Traci Pannullo reported that new class group names have been chosen. Unity Charter School will be coming to RVCS as part of the Dissemination grant and RVCS staff will be going to Unity Charter School for training by the Cloud Institute as part of the grant also.

**Integration Guide Report:** Lisa Masi reported that the work with Susan Paynter has been motivating for the staff and is helpful in refining their work together.

**Differentiated Coordinator Report:** Traci Pannullo reported for Rowena McNulty in her absence. A description of an incident resulting in the suspension of a student was presented.

#### **Committee Reports:**

Peace C.O.R.e Committee: The refinement of the behavior rubric is in process.

Communication Committee: New pr cards have been printed and community events coverage is ongoing.

Grant Committee: The committee is reactivating and will be posting their meeting dates soon.

K-12 Committee: The next meeting is scheduled for Thursday the 25<sup>th</sup> of September at 7pm.

Hiring Committee: Resume review and interviews are ongoing for the Administrative Support position.

Land Care Committee: The Pippin Hill Road tree removal proposal by First Energy is being reviewed.

**Other Business:** The Curriculum Coordinator Job Description was approved by the Trustees. The Absentee Policy in the Handbook is being updated. The Archery in Classrooms Program given by the Dept of Fish and Game is offering trainings in October and has equipment to use as well. Community Room and facility use was discussed. Ridge and Valley Learning Circles may be able to host fee based programs. The Whole School Assembly and Fall Equinox Celebration will occur on Tuesday September 23<sup>rd</sup>. Rowena McNulty is the point person on the Volunteer Training to follow and has been working with a group to organize the Volunteer Program at RVCS. Evonn Reiersen attended the Long Guide Meeting on Wednesday and expressed her gratitude for being included.

Executive Session 9:25pm to discuss personnel matters.

Return to Public Session at 10:05pm

**Resolution 09.18.08h** To approve hiring Carrie Pfeiffer as a full time special education aide. Approved unanimously.

Meeting Adjourned 10:10pm

Nanci Dvorsky, Board Secretary