

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 November 20, 2008 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:15pm by Kerry Barnett, 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 (late arrival)	
Dave Paulson	X	
Evonn Reiersen		X
Pati Uzar	X	
Non-voting Members		
Nanci Dvorsky, Administrative Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	
Lisa Masi, Integration Guide	X	
Rowena McNulty, Differentiated Learning Coordinator	X	
Charles Knopf, School Business Administrator	X	

Facilitator, Kerry Barnett      Guardian, Dave Paulson      Recorder: Nanci Dvorsky

Also in attendance: Sylvia Ramos, Barbara Cochrane, Melissa Browns, Laurel Devine, Kath Cameron, Donna Price, and Sue Wright.

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

**Correspondence:** Nanci Dvorsky read two pieces of correspondence from two visitors to RVCS. She also reported a letter came from Mid County Paper saying they would not be able to continue with the paper recycling agreement with RVCS.

Donna Price is asking for Trustee support in her correspondence previously submitted.

**Public Participation:** Melissa Browns will work with Nurse Donna Usinowicz to develop an emergency preparedness protocol for families regarding head lice and ticks. Barbara Cochrane submitted a statement of concern regarding the use of anonymous phone calls to try to solve problems. Laurel Devine inquired as to whether third grade students would be included in overnight camping trips this year. The Shared Leadership Team had already confirmed that they would be included.

**Approval of Minutes:** Approval of October 16, 2008 minutes.

**Business Administrator's Report:** Charlie Knopf reported that Pax World Funds will no longer support 403B accounts so he has been researching other investment firms as alternatives.

**Resolution 11.20.08.f** To approve the modified 403(b) plan as of January 1, 2009 as attached.

Approved unanimously. The HVAC bid is in process. The audit has been completed and submitted to the County and State Fiscal Officers. **Resolution 11.20.08.c** To approve the 2007-2008 audit and to accept that there are no recommendations or action plans. Approved unanimously. **Resolution 11.20.08.b** To approve expense line transfers Line 69 to Line 63 \$800 for advertising and criminal history payment and Line 47 to Line 48 \$100 for texts. Line 69 to Line 82 \$13,786.68 for mortgage principal payments. And to approve budget line revenue changes as attached based on the Lakeland and NFF Loan restructuring. Approved unanimously.

**Administrative Coordinator's Report: Resolution 11.20.08.a** To approve payment of bills in the amount of \$1,206,122.63 which includes payroll. Approved unanimously. **Resolution 11.20.08.d** To accept the WHIP Grant payment of \$1,312.50. Approved unanimously. Nanci Dvorsky gave an enrollment update and a lottery drawing was held for 2009-2010 enrollment. She also reported that the RVCS achieved AYP (Adequate Yearly Progress) in 2007-2008 as in past years. The 10/15/08 reports of Charter Enrollment Count, NJSMART, NJSMART Special Education, as well as Limited English Proficiency, Fall Survey, and Report Card were submitted by Nanci Dvorsky, and the Special Education Annual Data Report was submitted by Rowena McNulty. Nanci is in the process of a draft Local Farms Field Trip form.

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

**Curriculum Coordinator Report:** Traci Pannullo reported on the Parent Math Night which was facilitated by Traci and Kristin Noel. The Math Professional Development work with the Guides is ongoing.

**Integration Guide Report:** Lisa Masi reported that she is collaborating weekly with each classroom Guide and supporting the work on the first trimester Whole Student Report. Lisa has also been coordinating the Friday Assemblies.

**Differentiated Coordinator Report:** Rowena McNulty reported that volunteer coordination is working well and there will be a Community Service Day on Saturday, November 22<sup>nd</sup> organized by the Volunteer Coordinators. Rowena and the staff have been working on the redirection of students toward positive behavior at RVCS. She gave an update on the numbers of students currently classified as special education.

**Outdoor Experiential Education Coordinator:** Cathy Conner reported on the upcoming overnight trip with the Fluorite and Eastern Spadefoot Toad classes to Mohican Center in Blirstown.

#### **Committee Reports:**

**Communication Committee:** Meetings are the 4<sup>th</sup> Thursdays at 7pm.

**Peace C.O.R.e Committee:** Peace Core representative Sylvia Ramos submitted a draft survey regarding negative behaviors of students at RVCS.

**Land Care Committee:** No report.

**Library Committee:** Sylvia Ramos reported that the library will be opening on Wednesday and possibly Friday morning before school for students to check out books. A volunteer will be present to assist the students.

**Grant Committee:** No report.

**Hiring Committee:** No report.

**K-12 Committee:** The next committee meeting is scheduled for Dec. 10<sup>th</sup> at 8pm in the Community Room.

**Technology Committee:** Dave McNulty and Juliann Sinno are reviewing the next list of technology needs.

**Finance Committee:** Kerry Barnett reported the committee will be meeting on Saturday and will be starting work on the 09-10 budget.

**Ridge and Valley Learning Circles Report:** The Annual Appeal letter is being sent out. The next date of their meeting is still undetermined.

**Other Business:** Consultant Susan Paynter reported that she was working on the Tenured and Non-Tenured classroom Guide observations.

Donna Best reported on the Whole School Assembly meeting as well as the Winter Solstice Celebration.

Peace Core representative Sylvia Ramos submitted a draft survey regarding negative behaviors of students at RVCS.

The Trustee Application Committee recommended that Tom Kelleher's Trustee Application be approved. Consensus agreement was to approve Tom Kelleher as an RVCS Trustee.

Evonn Reiersen sent correspondence regarding her resignation from the Trustees. It is accepted with regret.

Executive Session 9:15pm to discuss personnel matters.

Return to Public Session at 9:45pm.

**Resolution 11.20.08.e** To approve hiring Elyssa Serrilli as Administrative Support Guide at the per diem rate of \$110 and \$2,000 payment in lieu of insurance.

Meeting Adjourned 9:50pm

Nanci Dvorsky, Board Secretary