

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 January 15, 2009 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:15 pm by Dave McNulty, 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	
Tom Kelleher	X	
Lisa Kelly		X
Andy Marancik	X	
Dave McNulty	X	
Dave Paulson	X	
Pati Uzar	X	
Non-voting members:		
Nanci Dvorsky, Administrative Coordinator		X
Lisa Masi, Integration Guide	X	
Rowena McNulty, Differentiated Learning Coord.	X	
Traci Pannullo, Curriculum Coordinator	X	
Charles Knopf, School Business Admin.	X	

Facilitator: Pati Uzar Guardian: Jay Bacco Recorder: Donna Best

Also in attendance: Jay Bacco, Melissa Browns, Barbara Cochrane, Mike Florio, Laurie Meivogel, Cheryl Paulson, Sylvia Ramos

Trustee Circle Opening: convened 6:15

Notices: None

Public Participation: A parent inquired about how RVCS is planning to celebrate the inauguration. RVCS has decided that the school will be watching the ceremonies and will have discussion before and afterward. A parent requested that agendas to the public meeting go out to the public earlier. It was reported that food shopping gift cards are making about \$100 each month fundraising profit for the school and that a specific date in the month is being considered for a standard sign up time to receive them. A request to include discussion at the next Whole School Assembly on how these profits should be

allocated was made. There is a subcommittee of parents, trustees, and advisory staff meeting to discuss parent visions for future WSA's process and subject matter. A request for clarification into the Attendance and Lateness policy, its impact on the students and the possibility for other suggestions for late penalties was touched on. Parents will formulate a clearer proposal of what they are seeking and bring it to the next working meeting agenda.

Business Administrator: Charlie Knopf gave a summary of the Administrators reporting in the following. BA also reminded the trustees of the new state requirement for a majority of the full board voting to allow for travel expense approval. **Resolution**

1.15.09.a To approve payment of bills for \$89,531.02 which included payroll.

Resolution 1.15.09.b Standard yearly waiver for Special Ed. Medicare Initiative (SEMI).

Resolution 1.15.09.g Approval of December 31 Board Secretary and Treasures reports.

Resolution 1.15.09.c Approval of professional development trainings for Michael Florio and Kasey Errico to attend Nanci Atwell writer workshop training course on 3/13/09 totaling \$338 plus travel expenses plus lodging if necessary and for Betty Saar, Sundae Greame, Dena Phoenix, Kristin Noel and Ieva Alverson to attend Lucy Calkins reader writer workshop training course on 2/10/09 totaling \$795 plus travel expenses. The Local Field Trip permission slip form was presented. Changes to approval of 08/09 concern circle and grievance committee members is in process. Volunteer coordinators will look through database to solicit for parent volunteers and Leadership Team will seek out two staff to complete this team. Follow up reporting is scheduled for the next public meeting. Trustee Training for NJSBA update included that trustees are not required to participate in training if they join board half year and would wait until the following year for training requirements. Required webinar training is available in real time or pre-recorded for trustees who are reelected or in their 2nd and 3rd year of stewardship. BA will continue to explore training requirement information for follow up. School Attorney is working with HVAC company to complete contract for scheduled upgrade work. There may be another budget update from DOE to accommodate for State Aid changes. If state revenue figures are delayed then school budget deadline may be pushed back till April 09. Requests for finances to cover supplies and professional development should begin now.

Professional Development Consultant: A report was delivered for the consultant services of Dr. Susan Paynter reviewing and demonstrating how her contract was fulfilled along with recommendations for more formal collaborative time, formal observations for support guides and that additional staff training should be scheduled this spring to complete that obligation. The consultation with Susan seems very successful so far and RVCS notes appreciation for her input.

Finance Committee: Committee is in the process of revising budget for 09-10 and repeats the suggestion for sharing purchasing suggestions with the committee. They are considering the options and benefits of a buy out of the solar panels. There is the potential to recover monies borrowed for the transaction within four years through the payout of energy credits and bank financing could be easily achieved.

Library Committee: Repeats desire for carts to allow for Non-fiction books to be moved to classes as per Guide requests for curriculum needs. Quick Picks continues to allow students time twice a week from 8:45-8:55 to select books from the library. Committee is seeking feedback on what would be visioned for the library in future years.

Yearbook: Pati Uzar will be meeting with interested volunteers to coordinate their startup of yearbook committee work. Notice will be sent announcing that the first meeting is scheduled for Wednesday 1/28 at 12:00. A CD yearbook was suggested as a possible product.

Other Business: Further clarification on the definition of committee roles and functions was requested by a staff member regarding how committee recommendations are approved of and implemented; where do committee reports go for approval; and as more committees grow at the school, how these clarifications can be shared with committee members.

Correspondence: From Elyssa Serrilli; request for winter gear donation drive for Kid's Camp for 1 week. Request for use of facility for presentation on Tuesday 1/27/09 5:30-7:30 through GSF/Green Collar Future Americorp for sustainability and redevelopment.

Leadership Team Update:

Integration Guide Report: Lisa Masi reported collaboration with Guides continues involving project work for database and curriculum documentation as well as correspondence with family concerns and collaboration on resources for field trips.

Differentiated Coordinator Report: Rowena McNulty reported that the new schedule with Guide Megan is giving more in class support. One special ed. student enrolled in January. Incident involving a student which required communication with state trouper and various outside school administrators and resulted in a 3-day suspension of student. NJASK practice tests will be purchased.

Curriculum Coordinator Report: Traci Pannullo reported that she is working on professional development for each class guide regarding writers workshop and ANJEE. The Professional Development plan is due to the county on the 15th before it comes before the trustees for approval. Traci and Rowena are planning to take a workshop on progressive education.

Committee Reports:

K-12 Committee: Funding questions to continue this process are being explored and committee members are meeting with possible financiers in the next week or so. Student requests for RVCS continuing to High School were shared.

Peace Corp Committee: wishes to implement survey and looking at when to make them available. This survey is time sensitive for the committee to continue forward with their goals and they are anxious to get approval for this product. There is a trustee wishing for further clarification on delivery of product and reviews will be held before the committees goal of January 31 for finished product.

Other Business:

-Winter Solstice and Whole School Assembly- Were held at the school on December 23rd involving students and families and surrounding the themes of the winter solstice and the unfolding story of the Universe.

- Parent Concern Follow up regarding correspondence request continues.

-Long Guide Meeting schedule for trustee attendance is as follows: Jan., Dave P.; Feb. Pati; Mar. Donna; April, Dave M; May, Tom.

-Minutes Correction: Pati Uzar requests clarification that she has offered to organize a committee to produce the yearbook and not actually see it through production

- **Resolution 1.15.09.H** Approval of December 8th minutes with correction.

Executive Session began 9:22 regarding personnel.

Return to public session 11:07pm

Resolution 1.15.09.e To hire a substitute guide for special education requirements . Unanimously approved. **Resolution 1.15.09.d** To allow for support guides to receive pay for up to the amount of snow days or other such reasons that are built into the calendar year. . Unanimously approved. **Resolution 1.15.09.i** Professional development training for writers workshops to be attended by Rowena McNulty and Lisa Masi and for Rowena McNulty and Traci Pannullo to attend a conference on progressive education. Unanimously approved.

Meeting Adjourned 11:15pm

Donna Best, Trustee