

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 19, 2019 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:08pm by Jennifer Gurdak, 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.

	present	absent
Voting Members		
Steve Andrasek		X
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Cindy Calvano	X	
Jenn Gurdak	X	
Andy Marancik		X
Dave McNulty	X	
Jessi Sohl - arrived 7:15p.m.	X	
Non-voting members:		
Lisa Masi, Integration Guide	X	
Traci Pannullo, Curriculum Coordinator	X	
Theresa Radline, Business Coordinator	X	

Facilitator: Jennifer Gurdak Guardian: Julie Budzinski-Flores Recorder: Theresa Radline
Public Participants: Kyra Dosch-Klemer

Trustee Circle Opening: convened 6:08pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The facilities were ready for the beginning of the school year. The team over the summer worked to simplify processes and to be thoughtful and intentional about what is purchased.
2. The Meet and Greet went very well. Many new and returning students and families were present.
3. Enrollment for the 2019-2020 school year is at 134 students.
4. The Facilities Committee met and continues to discuss upgrades and address concerns from the engineering report. We appreciate John Hall capping off the pipes in the fields. A few more will be capped off soon.
5. The April trustee meeting is scheduled during spring break. The trustees approved moving the meeting to Thursday, April 23.

Curriculum Coordinator Report: Traci Pannullo reported:

1. There were about 30 people in attendance at the Open House. Majority of the children were Stardust age. Many families commented that they are interested in the school because of its mission and progressive educational approach.

2. Guides are filling out applications for “The Inner Life of the Child in Nature” program in Greensboro, North Carolina. The program is reserving 4 spots for guides from RVCS.
3. In-house professional development is focusing on equity, social justice, and education for sustainability. The purpose is to support guides in feeling prepared to have these conversations with students. Discussion is being held on how to interweave permaculture into the topics.
4. Nurse Donna will be attending a professional development regarding diabetes on Monday, Oct. 14.
5. NJSLA state test results were shared.

Business Coordinator Report: Theresa Radline reported:

- Approval of the August 15, 2019 minutes. Approved unanimously.
 - **Resolution 9.19.19.a** To approve to pay bills for the dates of August 16, 2019 thru September 19, 2019 in the amount of \$144,844.36 which includes payroll. Approved unanimously.
 - **Resolution 9.19.19.b** To approve the Board Secretary and Treasurers’ Reports for July & August 2019 and to certify that no major account or fund has been over expended and to confirm that sufficient funds are available to meet the school’s financial obligations for the remainder of the year. Approved unanimously.
 - **Resolution 9.19.19.c** To withdraw \$500.00 for the Petty Cash Fund for the 2019-2020 school year. Approved unanimously.
 - **Resolution 9.19.19.d** To approve the following substitute Guides for the 2019-2020 school year: Alyssa Carpenter-Adamsky, Katie LaParo, Robyn O’Neill, and Victoria Trucksess. Approved unanimously.
 - **Resolution 9.19.19.f** To approve Donald Tsay, M.D. as the school physician for the 2019-2020 school year. Approved unanimously.
 - **Resolution 9.19.19.g** To approve the revised policy manual with the below sections, prepared in conjunction with NJSBA: 1. Community-1000; 2. Administration-2000; 3. Business-3000; 4. Instructional and Support Personnel-4000; 5. Students-5000; 6. Instruction-6000; 7. Construction, Remodeling and Renovation-7000; 8. Bylaws of the Board-9000. Approved unanimously.
 - **Resolution 9.19.19.i** To authorize the submission of the Sustainable Jersey for Schools Small Grant Application (see attached). Approved unanimously.
 - **Resolution 9.19.19.j** To accept the Harassment, Intimidation, & Bullying (HIB) report for August 2019. Approved unanimously.
 - **Resolution 9.19.19.k** To approve the 2019-2020 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials (MOA) without changes. Approved unanimously.
1. Theresa Radline asked for support in reviewing and editing policies. Julie Budzinski-Flores and Cindy Calvano offered to begin by reviewing the Students-5000 section.
 2. Discussion was held regarding the Sustainable Jersey Schools, Gardinier Environmental Fund grant and advertising. The awards ceremony will take place Thursday, October 22.
 3. The new Travel Reimbursement rate of \$0.35 was shared.

1st Reading of Policy:

1. 4151.1/4251.1-Personal Illness and Injury/Health and Hardship

Committee Reports:

Communication: None.

Facilities: Kerry Barnett shared that the committee would be having a meeting in early October. Discussion is being held about possible solar work being done with no out of pocket cost which will also result in a reduction of energy costs. The new lawn care service is working out very well. Community Service Day items are being discussed. The team is working on the River Friendly application. There will be an offer to guides to submit landcare proposals for land improvements using the Young Men’s Philanthropic League donation.

Finance: Dave McNulty reported that we received preliminary results from the audit and we have a sizeable fund balance. The committee is paying attention to the infrastructure and ongoing maintenance of facilities and future innovative projects. The committee is discussing the possibility of a truly sustainable building structure. Discussion regarding possible bonuses has been held. Discussion was held regarding trustee development. The 5 year renewal and hiring of consultants was also discussed.

Landcare: None

Technology: None

Parent: Cindy Calvano reported that approximately 12-14 parents were in attendance at the meeting. Several were from new families. They discussed what to expect for the new year, the use of Amazon Smile as a fundraiser for the school, and Terracycle. A reminder was given that social media and the RVCS chat are unofficial modes of communication. The following calendar events were also discussed: 1. Stone Soup--possibly on Nov. 22; 2. Jingle on Main on Nov. 30; 3. Possible bi-annual fundraiser; 4. Guide Appreciation in May. A special meeting will be held on October 2. The regular meeting will take place on October 9.

Compensation: Meeting to be held Thursday, Sept, 26.

Other Business:

1. The next Guide/Trustee development is being proposed for January 9, 2020 from 6pm-8pm. The trustees expressed gratitude for Guides Maggie Vetter and Jessica Krause for facilitating the August 26 development.
2. The trustees are very grateful for the donation from the Young Men's Philanthropic League. Dave McNulty will be sending a thank you note.
3. 2019-2020 Action Plans Review was discussed. Annual report goals are starting to be met as facilities upgrades, professional development courses, and using iReady are implemented.
4. The RVLC Curriculum/Database application update is going very well and progressing.
5. The climate strike on Sept. 20 was discussed. The Fungi class plans to hike to Footbridge Park with signs they made from recycled materials. A possible press release was discussed.

Executive Session to Discuss Personnel: 8:40pm

Return to Public Session: 8:55pm

- **Resolution 9.19.19.e** To approve offering a Yearbook Stipend Position Contract to Tyler Thurgood for the 2019-2020 school year at a rate of \$450.00. Approved unanimously.
- **Resolution 9.19.19.h** To accept a Family Leave Replacement Teacher/Guide contract with Mark Garner from August 26, 2019 through January 24, 2020 at a pro-rated salary of \$39,784.00. Approved unanimously.

Meeting adjourned at 8:58pm

Theresa Radline, Board Secretary