

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 April 19, 2018 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:10pm by Andy Marancik, 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	
Jenn Gurdak	X	
Andy Marancik	X	
Dave McNulty	X	
Dave Paulson	X	
Jessi Sohl	X	
Non-voting members:		
Nanci Dvorsky, Administrative Coordinator	X	
Lisa Masi, Integration Guide	X	
Traci Pannullo, Curriculum Coordinator	X	

Facilitator: Andy Marancik Guardian: Kerry Barnett Recorder: Theresa Radline
Public Participants: Cindy Calvano

Trustee Circle Opening: convened 6:10 pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Guide Report: Lisa Masi reported:

1. The spring overnight routes are set and organized.
2. The Galaxy 6/7 fundraiser was very successful and appreciated how it incorporated what is being taught in KLE.
3. The Guide/Trustee development was a success. Joanna Macy has requested that pictures of The Council of All Beings work that Jessie Krause did last year with the students will be allowed to be posted on her website.

Curriculum Coordinator Report: Traci Pannullo reported:

1. An update on the Galaxy dance.
2. There was discussion regarding making Community Service Day a possible school day. Further discussion will be held at a guide meeting.
3. The school needs to make up one more snow day. Upon meeting with all guides, the Leadership team recommends that Monday, June 18 would become a half-day school day and Debrief would begin in the afternoon. Class groups will make up additional days on their own. The trustees unanimously approved this change.
4. One 7th grade student has completed the 8th grade Math Curriculum. She contacted the Technical School the student would attend upon graduating to see what courses they would accept. The student will be taking an online Geometry course with Educere. The cost is \$400 for the school year.

Administrative Coordinator Report: Nanci Dvorsky reported:

1. The Draft 2018-2019 calendar was created. She advised that it will be updated when we receive North Warren's calendar. She noted that there will be two Professional Development days for Wilderness First Aid training on the proposed days of Jan. 24 & 25.
2. A lottery was held for 4th grade (out of district) waiting list for the 18-19 school year.
3. The Foodshed Alliance will be borrowing tables for their April 29 Gala.

Business Coordinator Report: Theresa Radline reported:

- Approval of the March 15, 2018 minutes, with corrections.
- **Resolution 4.19.18.a** To approve payment of bills in the amount of \$186,314.74 which includes payroll. Approved unanimously.
- **Resolution 4.19.18.b** To approve the Board Secretary and Treasurers' Reports for March 2018 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 4.19.18.c** To approve Steve Andrasek, Glenn Richardson, and Jessica Sohl as agents for the school on all business related matters with the ability to sign for the school on all bank accounts, transactions including checks, and all legal documents. Approved unanimously.
- **Resolution 4.19.18.e** To approve Veronica LaBrie and Heather Vivian as substitute Guides for the 2017-2018 school year. Approved unanimously.
- **Resolution 4.19.18.f** To approve Theresa Radline as point on business related matters for the school with the ability to sign for the school on insurance, Department of Education documents, and purchase orders, with review by the Leadership Team. Approved unanimously.
- **Resolution 4.19.18.g** To approve the Draft 2018-2019 calendar. Approved unanimously.
- **Resolution 4.19.18.h** To approve budget transfers from March 1, 2018 to March 31, 2018. Approved unanimously.
- **Resolution 4.19.18.i** To approve the 2018-2019 RVCS budget for submission to the State: General Fund \$2,154,943, Special Revenue Fund \$42,653, Total Budget: \$2,197,596. This budget includes a maximum of \$1,000 to be reimbursed for Board of Trustee/employee travel expenses. The Board of Trustees of Ridge and Valley Charter School approves a total budget for the 2018-2019 school year for a total of \$2,197,596.
- **Resolution 4.19.18.j** To approve continuing with the Alliance for Competitive Energy Services (ACES) to purchase electric generation services.

Theresa also reported:

1. The new signature stamp is being utilized and the payroll checks have been updated as well.
2. The Galaxy 6/7 fundraiser raised almost \$1,000 before expenses. Over \$600 was deposited for use on their expedition to Cape May for the horseshoe crab count with the Littoral Society. The team is waiting for the final payments.

Theresa shared that she will be attending a mandated School Safety Training in June as well as followed up on drills with guides. She also gave an update on PARCC and NJSLA-S.

Committee Reports:

Parent: Jessi Sohl reported that Melissa Dietz posted on the RVCS Chat email list about guide appreciation luncheon, graduation, earth Olympics, the fundraiser as well as the ice cream social.

Technology: Theresa Radline reported that we replaced the firewall and all laptops are updated with McAfee Anti-virus software. She also reported that we are working on PARCC tech issues prior to testing.

Facilities: Nanci Dvorsky followed up on meeting with Rutgers and is waiting to hear back from them. Tim Besbris was able to move gravel back during Community Service Day that had been plowed during the winter. She also reported that Ridge and Valley Learning Circles will be applying for a grant from the Young Men's Philanthropic League to upgrade the decks over the summer.

Finance: Steve Andrasek reported that the budget was approved for the 2018-2019 school year. He gave an update on the refinancing. Nanci discussed the process for transfers of donations from RVLC to the school. Dave McNulty shared that RVLC will have a new treasurer that will handle the process.

Communication Dave McNulty discussed with community members regarding more timely updates on the school website. Anna Andrasek sent information regarding the upcoming open house on April 25th that can be shared on the RVCS News list and posted on the website. The 1st Thursday in May is an evening info session for prospective families. Kerry Barnett sent save the date cards for graduation for former graduates and trustees.

Other Business:

1. CRG Proposal was revisited. Discussion will continue after the program has been implemented for a year.
2. Circle Training—Peer Spirit stated we should apply for a grant to have a trainer come to Ridge and Valley. This could happen during Refresh or in October.
3. LT Professional Development was discussed with possibility of workshops to attend.
4. The Trustee Retreat was postponed. Will be revisited for the Fall/Winter.
5. Summer Programs—Receiving some enrollments and payments. Skate Camp was submitted as a proposal. The Trustees need more clarification on whether two guides will be running it.
6. End of Year update-Passage Presentations/Graduation brochure/End of Year Party
7. RVLC June Fundraiser-Camp Mason- June 10 from 12pm-6pm-Earth Olympics events and other workshops will be held.

Executive Session to Discuss Personnel 8:55pm. Return to Public Session 9:15pm

RESOLUTION: 4.19.18.d

Resolved by the Board of Trustees, Ridge and Valley Charter School:

To offer contracts to the following Guides for the 2018-2019 school year:

Ieva Alverson	Special Education Guide	\$66,514
Krissy Caggiano	Classroom Guide	\$59,516
Nancy Christian	Special Education Guide	\$39,784
	I&RS Team Member	\$531
Daniel Egan	Classroom Guide	\$39,991
	I&RS Team Member	\$531
Kasey Errico	Classroom Guide	\$46,717
	Expedition Facilitator Stipend	\$1,545
	I&RS Team Member	\$531
Amy Ferrara	FML Substitute Guide Pro-rated	\$37,500
Michael Florio	Classroom Guide	\$49,679
Rebecca Garceau	Classroom Guide (Pro-rated for FML)	\$42,427
Alyssa Garner	Classroom Guide	\$40,208
Mark Garner	Classroom Guide	\$39,784
	Land Care Facilitator Stipend	\$1,030
Jessica Krause	Classroom Guide	\$39,784
Tyler Thurgood	Classroom Guide	\$37,500
Kristine Tucker	Special Education Guide	\$70,113
Donna Usinowicz	School Nurse/Health Coordinator	\$48,662
	I&RS Coordinator	\$1,624
Margaret Vetter	Special Education Guide	\$61,499
	I&RS Team Member	\$531
Bradley White	Classroom Guide	\$44,250
Tonya Wikander	Classroom Guide	\$47,790
Sundae Younkens	Classroom Guide	\$48,119
Maxine Mencl	Support Guide	\$27,053
Jen Ross	Administrative Support Guide	\$37,132
Susan Corcoran	12 Month Child Study Team Coordinator	\$67,500
Nanci Dvorsky	12 Month Administrative Coordinator and Leadership Team Member (Pro-rated for 2018-2019)	\$71,064
Lisa Masi	12 Month Integration Coordinator and Leadership Team Member	\$70,000
Traci Pannullo	12 Month Curriculum Coordinator And Leadership Team Member	\$76,245
Theresa Radline	12 Month Business Coordinator	\$51,500

Passed by consensus:

Steve Andrasek	_____yes	_____no	_____abstain	_____absent
Kerry Barnett	_____yes	_____no	_____abstain	_____absent
Jenn Gurdak	_____yes	_____no	_____abstain	_____absent
Andy Marancik	_____yes	_____no	_____abstain	_____absent
Dave McNulty	_____yes	_____no	_____abstain	_____absent
Dave Paulson	_____yes	_____no	_____abstain	_____absent
Jessi Sohl	_____yes	_____no	_____abstain	_____absent

Signed: _____, Board Secretary

Meeting adjourned at 9:30pm

Theresa Radline, Board Secretary