

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 May 17, 2018 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:08pm 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.

	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 Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	
Theresa Radline, Business Coordinator	X	

Facilitator: Dave McNulty Guardian: Jessi Sohl Recorder: Theresa Radline

Public Participants: Students Lorcan McGovern, Elias Wood, Andrew McCleary, and their families. Guide Tyler Thurgood and John Hall.

**Trustee Circle Opening:** convened 6:08 pm

**Public Participation:**

1. John Hall shared his opinion of what work would need to be done to replace/repair the back decks and porches.
2. Andrew, Elias, and Lorcan, along with Guide Tyler, presented their curriculum service learning project titled "RVCS Parking Lot Extension Project".

**Correspondence:** None

**Leadership Team Updates:**

**Integration Guide Report:** Lisa Masi reported:

1. Kasey Errico's expedition report including expeditions/overnights, debrief forms, WFA on-site training, expedition closet, as well as tent donations from PBC.
2. Yearbook update: using a new program and the company gave extra time to work on it due to the use of Adobe InDesign.

**Curriculum Coordinator Report:** Traci Pannullo reported:

1. She is supporting Guide Theresa through the PARCC and NJSLA-S testing cycle.

**Administrative Coordinator Report:** Nanci Dvorsky reported:

1. The extensive and creative list of clubs that were held during the school year.
2. Enrollment update: 46 students on the waiting list for next school year.
3. A lottery was held for 1<sup>st</sup>, 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grades (all out of district) waiting list for the 18-19 school year.
4. Arts Charter School, a startup charter school, came for a visit to observe and learn about our school upon recommendation of the NJ Charter School Association.

**Business Coordinator Report:** Theresa Radline reported:

- Approval of the April 19, 2018 minutes, with corrections.
- **Resolution 5.17.18.a** To approve payment of bills in the amount of \$179,746.24 which includes payroll. Approved unanimously.
- **Resolution 5.17.18.b** To approve the Board Secretary and Treasurers' Reports for April 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 5.17.18.c** To approve budget transfers from May 1, 2018 to May 30, 2018. Approved unanimously.
- **Resolution 5.17.18.d** The Board of Trustees of the Ridge and Valley Charter School, Inc. (the "School") hereby authorize and consent to the School entering into a loan transaction with Lakeland Bank ("Lakeland") for a Commercial Mortgage Loan in the estimated amount of \$860,000.00 (the "Loan") upon such terms and conditions as offers shall deem in the best interest of the School and (b) the execution and delivery by Steven Andrasek and Jessica Sohl (the "Authorized Trustees") of all such documents and instruments as shall be reasonably necessary for the closing of the Loans in such form as shall be reasonably acceptable to the Authorized Trustees. Approved unanimously.
- **Resolution 5.17.18.e** To approve QBE Student Accident Insurance for the 2018-2019 school year at a rate of \$687.00 (no increase). Approved unanimously.
- **Resolution 5.17.18.g** To approve contracting with Karin Desmet M.S. OTR/L for occupational therapy services for the 2018-2019 school year at a rate of \$70/hr for a minimum of five hours per day for 71 days, based on the current school calendar. Approved unanimously.
- **Resolution 5.17.18.h** To approve contracting with Linda Maffei, Pediatric Speech Therapy for speech therapy services for the 2018-2019 school year at a rate of \$75/hr for seven hours per day for 71 days, based on the current school calendar. Approved unanimously.
- **Resolution 5.17.18.i** To approve contracting with Judith Rocco, M.A. LDTC for Special Education testing services for the 2018-2019 school year at a rate of \$300 for Initial or Re-Evaluation Assessment, \$55 for Evaluation Planning Meeting, and \$100 for Annual Review. Approved unanimously.
- **Resolution 5.17.18.j** To approve contracting with Lillian Burgos for Special Education Social Worker support for the 2018-2019 school year at a rate of \$80/hr, as needed. Approved unanimously.
- **Resolution 5.17.18.k** To approve contracting with Glenn Richardson for School Business Administrator services for the 2018-2019 school year in the amount of \$11,063.00. Approved unanimously.
- **Resolution 5.17.18.l** To approve applying for the ERIC WEST Risk Management Performance Award for the 2018-2019 school year in the amount of \$1,600.00. Approved unanimously.

**Committee Reports:**

**Hiring:** Steve Andrasek reported that rounds of interviews are taking place for new hires for next school year.  
**Resolution 5.17.18.f** To accept contracts with Guides for the 2018-2019 school year. (See attached) Approved unanimously.

**Parent:** Jessi Sohl reported that the Guide Appreciation Lunch was a success with a lot of volunteers helping. End of year events have been posted—graduation, Earth Olympics, Ice Cream Social, and the RVLC fundraiser. The gear sale is starting on May 18 and will run for 2 weeks. Gear should be in by June 15.

**Technology:** Theresa Radline reported that we are having a lot of internet connectivity issues during PARCC and that there are plans for Century Link to add a new box across the street from school.

**Facilities:** Nanci Dvorsky reported that repair/replacing the decks is under consideration.

**Finance:** Steve Andrasek gave an update on the refinancing and discussed the parking lot project being included in the 2018-2019 budget.

**Communication** Dave McNulty shared the success of the information night and discussed more timely updates to the website.

**Other Business:**

1. Dave McNulty gave an update on the Curriculum Database and Whole Student Reports.
2. End of Year event dates were sent out via email.
3. The trustees discussed recruitment of new trustee members.
4. Nanci Dvorsky discussed the 18-19 school year calendar and the trustees approved closing school for a full day on Friday, April 19, 2019.
5. Guide Kris submitted a proposal for a new camp. Trustees will respond for this to be run next year as it is a new camp.
6. Nanci Dvorsky discussed the Annual Report and a date was set to meet to work on it.

Executive Session to Discuss Personnel: None

Meeting adjourned at 9:58pm

Theresa Radline, Board Secretary