

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 June 15, 2017 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:15 pm by Dave Paulson, 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	
Andy Marancik	X	
Dave McNulty	X	
Dave Paulson	X	
Jessi Sohl		X
Pati Uzar	X	
Non-voting members:		
Nanci Dvorsky, Administrative Coordinator	X	
Lisa Masi, Integration Guide	X	
Traci Pannullo, Curriculum Coordinator	X	
Glenn Richardson, SBA		X

Facilitator: Dave Paulson   Guardian: Pati Uzar   Recorder: Nanci Dvorsky  
Public Participants: Jenn Gurdak

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

**Public Participation:** None

**Correspondence:** None

## **Leadership Team Updates:**

**Integration Guide Report:** Lisa Masi reported that she supported an 8<sup>th</sup> grade student who took the lead on the yearbook this year as a graduate project, which worked well and resulted in a wonderful yearbook. She has already been contacted by two 7<sup>th</sup> grade students who are interested in doing the yearbook next year as their graduate project. Celebration of Learning, Earth Olympics, and Graduation were very successful events at the school this year! Lisa has also been working on Debrief planning, 2017-18 staffing and schedules, and is looking forward to working on the staff summative evaluations in the coming weeks.

**Curriculum Coordinator Report:** Traci Pannullo reported that the school is receiving a generous donation of a tech cabinet for the server and other items. She has been working on Debrief planning, 2017-18 staffing and schedules, and an updated electronic policy. She reported that the state special education monitoring visit was completed and the two monitors told the Leadership Team at the debrief session that the RVCS program was among the best they had ever seen. Traci shared the two findings of the onsite monitoring results with the Trustees and the required actions going forward to correct them within one year of the date of monitoring.

**Administrative Coordinator Report:** Nanci Dvorsky reported: Approval of the May 18, 2017 minutes. **Resolution 6.15.17.a** To approve payment of bills in the amount of \$157,490.47 which includes payroll. Approved unanimously. **Resolution 6.15.17.c** To accept the NJSIG 2017 Safety Grant in the amount of \$1,350.00. Approved unanimously. **Resolution 6.15.17.d** To approve the following service providers for the 2017-2018 school year and purchase orders up to the amount listed:

William Gold as School Board Attorney, Thomas Johnston Special Education Attorney, McGowan LLC as water system operator \$2,040 per year, Portasoft of NJ for maintenance of UV Light Water System, Garden State Laboratories for water reports \$500 per year, R&L Data for payroll services \$4,410 per year, New Jersey School Board Association membership dues \$2,750, John Cameron for maintenance \$1,700 per year, George Burke \$13,500 for cleaning services per year, Scarpelli Landscaping for snow removal \$3,975 per year, Stillwater Lawn Service for mowing \$4,000 per year, CDK for GAAP approved financial software and support \$3,180 per year, Cooper Alarm Systems for remote station monitoring for fire alarm system \$436 per year. Stocker Bus Company for field trip buses \$7,700 per year. Approved unanimously.

Nanci reported that the annual financial audit is scheduled for August 23<sup>rd</sup> and 24<sup>th</sup>. She also said that the required Lead in Water Testing sampling had been completed.

**Business Administrator Report:** Nanci Dvorsky reported: **6.15.17.b** To approve the Board Secretary and Treasurer Reports for May 2017 and to certify that no major account or fund has been over expended and to confirm that sufficient funds are available to meet the schools financial obligations for the remainder of the year. Approved unanimously.

## **Committee Reports**

**Parent** The Trustees would like to thank the committee for the wonderful support they provided the school this year!

**Technology** Dave McNulty gave a curriculum database improvement update.

**Facilities** Nanci Dvorsky reported that additional parking solutions for Celebration of Learning and Graduation worked well. The work will continue to develop a parking lot improvement plan. Dave Paulson recommended a handicap ramp to the Octagon area.

**Finance** Steve Andrasek reported that the Finance Committee is meeting on June 24<sup>th</sup>. Glenn Richardson, SBA will bring the Charter Renewal 5 Year Fiscal Plan for the committee to review.

**Communication** No report.

**Other Business** The work on the Charter Renewal Application continues along with the Annual Report. The Compensation Committee will meet on Thursday July 27<sup>th</sup> at 6pm. The June Re-organization took place, document on file in the office. Kerry Barnett will send the Trustee Circle the annual Trustee Self Evaluation survey. The Trustee Applicant committee is pleased to report that they have received an application from Jenn Gurdak.

Second reading and adoption of the following policy updates:

Policy 5114 Suspension and Expulsion (Revised)

Policy 5145.4 Equal Educational Opportunity (Revised)

Policy 6121 Nondiscrimination/Affirmative Action (Revised)

Executive Session to Discuss Personnel 8:30pm

Return to Public Session 8:40pm

**Resolution 6.15.17.e** To approve Kristine Tucker for the Designing KLE stipend role for the 2017-2018 school year in the amount of \$2,000. Approved unanimously.

Meeting adjourned at 8:45pm

Nanci Dvorsky, Board Secretary