

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 October 18, 2018 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:10pm 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:		
Lisa Masi, Integration Guide	X	
Traci Pannullo, Curriculum Coordinator	X	
Theresa Radline, Business Coordinator	X	

Facilitator: Dave McNulty Guardian: Steve Andrasek Recorder: Theresa Radline  
Public Participants: Cindy Calvano

**Trustee Circle Opening:** convened 6:10 pm

**Public Participation:** None

**Correspondence:** A guide submitted a letter regarding medical/dental insurance.

**Leadership Team Updates:**

**Integration Coordinator Report:** Lisa Masi reported:

1. Enrollment is at 130 students as of October 15, 2018.
2. Fall expeditions will conclude this week. All expeditions represented exciting extensions of the curriculum, were completed successfully and included full student participation.
3. The Leadership Team interviewed for Advanced Circle Training and were accepted. Training will take place December 6th through 10<sup>th</sup>.
4. During the Commissioner of Education's visit on 10-10-18, Dr. Repollet was impressed with how articulate our students were, as well as the innovative qualities of our program.
5. A Warren County Salary Survey was shared for informational purposes.
6. The Leadership Team attended informative workshops at the NJ Charter School Association Conference, which was well attended.
7. The Resolution Advisory Committee was discussed. Names will be brought to the next board meeting.
8. Lisa and Susan Corcoran attended a workshop titled "The ABC's of HIB". The law was revised and policy revisions will be brought to future meetings for review.
9. The one page application for the 2018-2019 school year was well received.

10. Discussion was held about having a complete facility inspection.

11. Discussion was held regarding new student restraint laws.

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

1. October's Staff Professional Development on nature journaling, offered by RVCS guides, showed how to incorporate multiple content areas while immersing students in the natural world.
2. The Leadership Team will register for Advanced Circle Training and will bring more information to the next meeting.
3. Circle training with Nancy Fritsche-Eagan was successful. The Leadership Team received positive feedback from guides. The circle training with families will be rescheduled with a possible date of November 14.
4. One guide will be taking a workshop on working with students with social-emotional needs.
5. The Leadership Team requested sending guides to the MidSchoolMath Conference, March 1-2 in Santa Fe, NM. The cost is \$450 per person for the conference with an additional \$150 for Thursday. More information will be shared at the next meeting.
6. Discussion was held regarding the guide holiday luncheon.
7. The National Assessment of Education Progress (NAEP) has scheduled testing with our students for February 5, 2019. Traci will reach out to them to discuss this further.
8. Discussion was held regarding non-public high schools, such as Pope John Regional High School and Blair Academy, presenting a wider variety of high school options to Galaxy students.
9. The Society of Skeptics at Blair Academy presentation, scheduled for Tuesday, 1/29/19, was discussed.

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

- Approval of the September 20, 2018 minutes, with corrections.
  - **Resolution 10.18.18.a** To approve payment of bills in the amount of \$180,294.40 which includes payroll. Approved unanimously.
  - **Resolution 10.18.18.b** To approve the Board Secretary and Treasurers' Reports for September 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 10.18.18.c** To approve the Nursing Service Plan for the 2018-2019 school year. Approved unanimously.
  - **Resolution 10.18.18.d** To accept the 2018 NJSIG Eric West Safety Grant in the amount of \$1,600.00. Approved unanimously.
1. We had trouble recently with the phone system and are working to resolve the issue with Fortinet.
  2. Theresa and Lisa Masi attended the NJSIG Eric West meeting on October 12. The meeting was informative and we received our safety grant check.
  3. Theresa's transcript evaluation was received indicating she would have to take 3 courses in order to receive her SBA certificate.
  4. Discussion was held regarding the facilities and prospective changes in order to enhance safety features.

**Committee Reports:**

**Parent:** Jessi Sohl reported that a meeting will take place next week. The committee declined volunteering for Jingle on Main due to not enough volunteers.

**Technology:** Traci Pannullo reported that she, Dave McNulty, and other selected guides will begin work with the developer for the redevelopment of the Curriculum Database Application.

**Facilities:** Lisa Masi reported that a window in the Universe Building needs to be replaced. The roof on a few buildings were examined and were found to be in good condition.

**Finance:** Kerry Barnett reported that the committee met in the beginning of October and all seems on track. The committee will continue to look at expenses going forward.

**Communication:** Dave McNulty reported that the website needs updating. Discussion was held regarding updating the DTJN video. The Commissioner of Education visit was a great success and videos/photos may be shared with the community.

**Other Business:**

1. The Ridge and Valley Learning Circles event, along with funds raised, was discussed.
2. A thank you letter will be sent to the Commissioner of Education along with a formal invitation to graduation and Celebration of Learning.
3. Jessi Sohl will write a letter to the guides thanking them for their part in the success of the Commissioner of Education visit.
4. A date for the Winter Festival will be discussed at the next parent meeting.
5. Kerry Barnett and Jenn Gurdak will review the bylaws.
6. Trustee evaluation is in process.
7. Children & Nature workshop was discussed along with the possibility of sending guides and a trustee.
8. A parent expressed concerns about not being able to reach the office if they are late for clubs/dismissal.

Executive Session: None

Meeting adjourned at 10:50pm

Theresa Radline, Board Secretary