

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 20, 2018 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:10pm 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 – arrived at 7:25pm	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: Jennifer Gurdak Guardian: Andy Marancik Recorder: Theresa Radline
Public Participants: Cindy Calvano, Susan Corcoran, and Linda Zwolinski

Trustee Circle Opening: convened 6:10 pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Enrollment is at 129 students with calls to others on the waiting list.
2. Discussed consolidating the application to one page based on recommendations from the charter renewal and with support from the NJ Charter School Association.
3. Received a letter requesting our participation in NAEP; however, we do not have the correct sample size. She will respond.
4. The Commissioner of Education is coming to visit on October 10th. He will be visiting 12 charter schools and we are the first.
5. The Leadership Team will be attending the NJ Charter School Association Conference on October 11 and will be attending the quarterly meeting on September 28.
6. The Walking Field Trips and Forest Friday permission slips have been combined into one form. Guides must give 24 hour notice to parents.
7. At Refresh discussion was held about sourcing as many local ingredients as possible. A Classroom-Related Budget Information Form was shared with guides.
8. Expeditions and overnights are all planned for the Fall.

9. Open House was on September 19. The Fall Equinox Celebration and Birthday Celebrations were combined. Approximately 15 prospective families attended. The condensed Deep Time Journey Network video was shown.
10. Lisa attended a professional development with Jessie Krause titled Work that Reconnects by Joanna Macy. It was a great experience to connect with schools across the country and market our school.
11. Discussion was held regarding the Resolution Advisory Committee. Names will be brought to the next board meeting.

Curriculum Coordinator Report: Traci Pannullo reported:

1. Professional Development with Christopher Uhl and Jennifer Anderson from Penn State University during Refresh went well. They are eager to receive feedback and discussion was held regarding the possibility of them contributing to a week-long Earth Literacy course.
2. Professional Development on September 12 showcased the Century Link Tech Grant purchases. Items were displayed and guides were informed on the proper usage of each. Nature journals were provided. Guides went out on the land and used the equipment as well as their journals. October's professional development will be more focused on nature journaling.
3. Back to School Night Professional Developments focused on the new iReady assessment. The assessment is all online and is adaptive. The data is comprehensive.
4. Two guides signed up for a 10 week online course titled "Sustainability in the Art Studio".
5. A Galaxy student is working 2 grade levels ahead in Math. The student is taking "Geometry Honors" with Educere. This will be accepted by the local school district. The Educere representative met with Traci and the student. The student is very excited and is doing very well in the course.
6. Deep Time Journey Network sent a plaque and a check for the award we received.

Business Coordinator Report: Theresa Radline reported:

- Approval of the August 16, 2018 minutes, with corrections.
 - **Resolution 9.20.18.a** To approve payment of bills in the amount of \$232,526.93 which includes payroll. Approved unanimously.
 - **Resolution 9.20.18.b** To approve the Board Secretary and Treasurers' Reports for June (Audit Final Revision), July and August, 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 9.20.18.c** To approve the 2018-2019 Safety Team members of Susan Corcoran, Lisa Masi, Kris Kelleher, and Donna Usinowicz. Approved unanimously.
 - **Resolution 9.20.18.d** To approve Guide Sundae Younkers as an I&RS Team Member for the 2018-2019 school year in the amount of \$531 for 10 months. Approved unanimously.
 - **Resolution 9.20.18.e** To accept the Rural Education Achievement Program (REAP) grant award in the amount of \$22,968.00. Approved unanimously.
 - **Resolution 9.20.18.f** To withdraw \$50.00 for the Petty Cash Fund for the 2018-2019 school year. Approved unanimously.
1. She also reported that we will be switching the phone and internet services over to Service Electric. She is very grateful for the support of the Leadership Team and Trustees.
 2. Safety Plan updates are being made and will be shared when finalized.
 3. We are switching over to a greener payroll with R&L and will have all employees on direct deposit.

Committee Reports:

Parent: Meeting was held on September 12. There were about 12 people in attendance. Core values, teacher lists, and gear swap were discussed. Gear sale requests were made for different colors, car decals and beach towels.

The circle training was mentioned for families to take place on October 10. Discussion was held regarding kid care for Back to School Nights. Fall and Winter Fests were discussed and the possibility of combining the two will be discussed at the next meeting.

Technology: Theresa Radline reported that there are major problems with the wiring under the buildings. The Carroll Family from Power with Prestige as well as Oliver Guzman from JLM spent hours working on everything and getting the internet and phones up and running. We are very grateful for the discount we receive from Power with Prestige.

Facilities: Lisa Masi reported that a new sink was installed in the Universe Building and another will be installed in the bathroom in Nebula Left. General repairs have been taking place. Safety updates are taking place in buildings. Guides Sue Corcoran and Karin Desmit have worked with classroom guides to purchase flexible seating for students. The students are very excited and appreciate the seating.

Finance: Dave McNulty reported that the final audit is being completed and the preliminary reports look good. The budget continues to be updated as needed. Nanci Dvorsky had her last finance committee meeting and we are so grateful to have had her there for 20 years.

Communication: Jessi Sohl reported that a meeting was held to revitalize the blog effort. Discussion was held regarding family and community members running the blog as well as the possibility of paying someone to run it. The school was also invited to host a table for Jingle on Main Street on November 24. We were also invited to host the bonfire that day. Jessi will bring this to the Parent Committee to discuss.

Other Business:

1. Fall events schedule was checked to ensure all had the correct dates.
2. The curriculum database re-development is scheduled to begin.
3. Traci Pannullo discussed the use of the mission checklist and how guides can give input into the content and how students can work on the checklist throughout their time at RVCS. The checklists could provide great data and be imbedded prior to the next renewal.
4. Self-assessments for the Trustees to be completed on survey monkey. Kerry Barnett and Jenn Gurdak will discuss the Leadership Team review structure.
5. Kerry Barnett and Jenn Gurdak will review the bylaws.
6. Lisa Masi conducted the Harassment, Intimidation, and Bullying (HIB) training for the Trustees.

Executive Session to Discuss Personnel: 9:30p.m.

Return to Public Session: 10:37p.m.

Meeting adjourned at 10:46pm

Theresa Radline, Board Secretary