

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 November 29, 2018 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:13pm 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 & Linda Terranova

Trustee Circle Opening: convened 6:13 pm

Public Participation: Linda Terranova attended the Community Circle Training on Wednesday, November 14 and wanted to see how circle functioned at the school.

Correspondence: (1) Two guides submitted a letter regarding "wonder walks" for adult members of the community. (2) A follow-up letter was received from Critical Response Group regarding the school mapping project.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Enrollment is at 130 students as of November 29, 2018 with a waiting list in many grades.
2. 1st Trimester expedition report from Kasey Errico was shared. Plans put into place to support students new to expeditions were successful and allowed for effective responses as needs arose. Class groups went to PBC, a rock climbing gym, Mohican Outdoor Center and Genesis Farm. Assessment of tents and sleeping bags will take place to ensure all are in place for spring overnights.
3. The clubs for this cycle were diverse and well attended. Two clubs had student facilitators assisting.
4. The holiday lunch and gifts were discussed.
5. Projected enrollment for next year is 135 students.
6. A lottery was held for Kindergarten with 3 open spots. The remainder of applicants were placed on the waiting list. Lotteries were held for 2nd, 6th, and 7th grade waiting lists as well.

- **Resolution 11.29.18.i** To approve the 2018-2019 Resolution Advisory Committee as follows: Parents: Marly Bewighouse, Dana Caulkins, and Susan Endres. Alternate: Linda Zwolinski. Staff: Bradley White and Tyler Thurgood. Approved unanimously.

Policy:

1st Reading of:

1. Harassment, Intimidation, and Bullying 4111.3

Curriculum Coordinator Report: Traci Pannullo reported:

1. Discussion was held on what should be included in the Professional Development report.
2. The Leadership Team is excited to attend the Advanced Circle Practicum and is grateful for the opportunity.
3. A guide is attending a workshop at Rutgers University titled “Center for Literacy Development Annual Series” on December 6.
4. Wednesday Workshops are in session. Lisa Masi is working with the Nova Team on a play. Amy Ferrara and a student from Constellation are offering a pottery workshop for those students who were not able to attend the club.
5. Graduation Fundraiser Proposals:
 - a. Two students are creating a one-way sign for the oval. The projected cost is \$123.00. The students would like to hold a bake sale in order to raise the funds. Approved unanimously.
 - b. Four students are working together to raise funds for their project. Three students would like to create a classroom library inventory and an individual student would like to replace the picnic tables in the octagon. The projected cost is \$619.00. The students would like to have a pancake stand in order to raise funds. Approved conditionally, pending more information.

Business Coordinator Report: Theresa Radline reported:

- Approval of the October 18, 2018 minutes, with corrections.
- **Resolution 11.29.18.a** To approve payment of bills in the amount of \$189,695.59 which includes payroll. Approved unanimously.
- **Resolution 11.29.18.b** To approve the Board Secretary and Treasurers’ Reports for October 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 11.29.18.c** To approve budget transfers from October 1, 2018 to October 31, 2018, Approved unanimously.
- **Resolution 11.29.18.d** Whereas, Glenn Richardson, School Business Administrator/Board Secretary possess a qualified purchasing agent (QPA) certificate; Whereas, the Governor in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3(b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000; Now, therefore be it resolved that Ridge and Valley Charter School, pursuant to N.J.S.A. 18A: 18A-3(a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the charter school, and further authorizes Mr. Glenn Richardson, to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly establish bid threshold amount. Approved unanimously.
- **Resolution 11.29.18.e** To approve Peter Peterson as a part-time Support Guide for the 2018-2019 school year in the amount of \$18.00/hr. Approved unanimously.
- **Resolution 11.29.18.f** To approve contracting with Kenneth Welsh, Ph.D. for psychiatric evaluations for the 2018-2019 school year at a rate of \$400.00 per evaluation. Approved unanimously.
- **Resolution 11.29.18.g** To approve Heather Jorgensen as a Substitute Guide for the 2018-2019 school year. Approved unanimously.
- **Resolution 11.29.18.h** To approve the Annual Charter/Renaissance School Fiscal Questionnaire. Approved unanimously.
- **Resolution 11.29.18.j** To approve Aflac as a third-party benefits provider for the 2018-2019 school year. Approved unanimously.

- **Resolution 11.29.18.k** To approve Drake Landscaping for 2018-2019 snow removal at an hourly rate of \$50 per hour. Approved unanimously.
 - **Resolution 11.29.18.l** To approve Lisa Masi and Traci Pannullo to attend the Advanced Practicum Circle Training on Whidbey Island in Washington State from Tuesday, December 4 through Tuesday, December 11. Cost not to exceed \$5,000 total (includes workshop, transportation, lodging, and meals for two people). Approved unanimously.
 - **Resolution 11.29.18.m** To approve enrollment in the Enhanced Renewable Product Program in order to receive 40% renewable energy electric supply for the term of 2018-2020 with a premium of \$0.00175/kwh. Approved unanimously.
1. New regulations for non-charter public schools are in place and are holding up the audit being finalized. More information will be shared next month.
 2. Discussion was held regarding installing the external loudspeakers. The quote was shared.
 3. Information on the new state assessment, the NJSLA (formerly known as PARCC), which now has a reduction in the number of units and overall length of tests, was shared.

Committee Reports:

Parent: Jessi Sohl reported that the parents met on November 1 and the meeting was well attended. A request was submitted for the Winter Festival to be held on January 25 from 5:30-8:30pm.. Information was shared about the Blair Academy Society of Skeptics. Parents were asked to select one person to become a member of the Resolution Advisory Committee. The gear swap was discussed as well as teacher wish lists and the gear sale. A free cycle event will be placed on the Facebook group for parents to exchange.

Technology: Traci Pannullo reported that she, Dave McNulty, and other selected guides have begun preparing for the work with the developer for the redesign of the Curriculum Database Application. Theresa Radline reported that Service Electric was able to place a line through the conduits that were already in place. Installation will be scheduled soon. The phones are working well. The biggest issue with the internet is the lack of service in Nebula Right. This will be worked on next week.

Facilities: Lisa Masi reported that safety upgrades have been completed. There have been repairs on the decks and the railings. The UV water system sensor was repaired. Estimates for replacing windows in the Universe Building are being collected. Jennifer Gurdak discussed the issue with one of the solar panels not working properly as well as the energy audit. She is also waiting for information from Rutgers in order to send a donation request to Hudson Farms for the parking lot project.

Finance: Dave McNulty reported that the committee met on the 3rd. Run rates were discussed along with the fund balance. Facility inspections as well as budget transfers were also discussed.

Communication: Dave McNulty reported that he is contacting companies and receiving quotes for website updates. Discussion was held regarding updating the DTJN video. Discussion was held regarding enrollment and whether or not marketing was needed. Jennifer Gurdak suggested sending out the trustee recruitment video.

Other Business:

1. Kerry Barnett and Jennifer Gurdak attended the Charter School Review Meeting. They shared that it was well attended by a variety of stakeholders; however, they also noted the predominance of strong anti-charter perspectives.
2. Jennifer Gurdak and Kerry Barnett are reviewing the bylaws.
3. Community Circle Training on November 14 was attended by approximately 10 people. Galaxy student volunteers provided child care so that parents could attend. The participants expressed

enthusiasm and gratitude for the training and, as a result of the training, developed numerous suggestions for how they could bring circle practice into their family life.

4. A formal outline is being worked on for Blair Academy's Society of Skeptics.
5. Closer Connect was discussed for training and tracking purposes.
6. A summer camp proposal was received for Little Nature Lovers Camp for June 24th through 28th. Approved unanimously.

Executive Session to Discuss Personnel: 9:25p.m.

Return to Public Session: 10:43p.m.

Meeting adjourned at 11:00pm

Theresa Radline, Board Secretary