

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 July 18, 2019 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:05pm 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	
Cindy Calvano		X
Jenn Gurdak -- arrived 6:40p.m.	X	
Andy Marancik		X
Dave McNulty	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: Kerry Barnett Recorder: Theresa Radline
Public Participants: Julie Budzinski-Flores, Jessica Krause, and Margaret Vetter

Trustee Circle Opening: convened 6:05pm

Public Participation: Jessica Krause and Margaret Vetter shared a discussion that came up in the guide circle regarding a possible land steward position for the school and asked the Trustees the process to request the possibility of an additional position.

The Guide/Trustee Development was also discussed at this time. A proposal was made to have the development from 4:00p.m.-8:00p.m. on Monday, August 26, with staff arriving to work at 1:00p.m. Approved unanimously.

Trustee Application Recommendation: The Trustee Review committee recommended Julie Budzinski-Flores as a new Trustee. Unanimously approved.

Correspondence: A letter was received from a parent.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The Landcare Committee suggested that it would be beneficial to have an active landcare committee comprised of trustees and staff. Julie Budzinski-Flores will sit on the committee.
2. Enrollment is at 135 with waiting lists in every grade.
3. Discussion was held regarding the possibility of adding that we reserve the right to request proof of residency on the application.

Policy:

1st Reading of Policy:

- 5111-Admissions

Curriculum Coordinator Report: Traci Pannullo reported:

1. Clarification was needed on what public news/information was appropriate to share with the school community.
2. Discussion was held about the possibility of applying to be certified as an Ashoka Changemaker School.
3. Discussion was held regarding the purchase of canoes. A unanimous decision was made not to purchase them.

Business Coordinator Report: Theresa Radline reported:

- Approval of the June 20, 2019 minutes. Approved unanimously.
- **Resolution 7.18.19.a** To approve to pay bills for the dates of June 20, 2019 thru June 30, 2019 in the amount of \$117,985.03 which includes payroll and to pay bills for the dates of July 1, 2019 thru July 18, 2019 in the amount of \$49,199.25 which includes payroll. Approved unanimously.
- **Resolution 7.18.19.b** To approve the Board Secretary and Treasurer's Reports for June 2019 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 7.18.19.c** To approve budget transfers from June 1, 2019 to June 30, 2019. Approved unanimously.
- **Resolution 7.18.19.d** To approve submission of the 2018-2019 Annual Report. Approved unanimously.
- **Resolution 7.18.19.j** To approve the 2019-2020 Resolution Advisory Committee as follows: Parents: Marly Bewighouse, Dana Caulkins, and Linda Zwolinski; Alternate: Susan Endres; Staff: Bradley White and Tyler Thurgood. Approved unanimously.
- **Resolution 7.18.19.k** To approve Nancy Christian attending the Wilson Reading System Level I, Steps 1-6 Practicum, to become a certified instructor, at a cost note to exceed \$2,600. Approved unanimously.
- **Resolution 7.18.19.l** To approve respectfully declining the Title IIA funds in the amount of \$1,745.00 under the Elementary and Secondary Education Act Grant reward. Approved unanimously.
- **Resolution 7.18.19.m** To approve Suzanne Montgomery to provide Wilson Instruction for two students, 1 hour per session, 2-3 times per week for 6 weeks at a rate of \$50.00 per hour, not to exceed \$1,800.00. Approved unanimously.
- **Resolution 7.18.19.n** To approve Cullari Carrico, LLC for the 2018-2019 audit with fees not to exceed \$14,500.00. Approved unanimously.

1. Theresa Radline shared that they were closing out the school year and getting ready for the audit.

Committee Reports:

Communication: Dave McNulty shared the website is updated and almost completed.

Facilities: Kerry Barnett reported that the committee has received quotes on cleaning services. The engineering assessment was also completed. The committee will be meeting again on July 26.

Finance: Dave McNulty reported that the committee will meet on July 27 to wrap up year end items.

Technology: Theresa Radline reported that we are having issues with wiring and will be getting it fixed. The new Chromebooks will be set up in a few weeks with the assistance of Oliver Guzman from JLM Computers.

Parent: None

Compensation: Steve Andrasek reported the committee has had 2 meetings that were very productive and encouraging. Three main items are being discussed: 1. The guide/trustee development; 2. Investigating the possibility of providing subsidies for health benefits; 3. Pay equity. The committee will meet again on August 1.

Other Business:

1. The Meet & Greet will be on Wednesday, August 28 from 6pm-8pm
2. Information will be sent out by Kerry Barnett to finalize and submit the Annual Report.
3. The Energy Audit was completed and a meeting will be set up to review the findings.
4. Dave McNulty reported that the curriculum database is fully underway. RVLC will be hosting a “Discover Acupuncture” event on August 2. Discussion was held regarding advertising the event on the chat board.

Executive Session to Discuss Personnel & HIB: 9:20pm

Return to Public Session: 9:45pm

- **Resolution 7.18.19.e** To approve accepting a contract with Sena Rasun-Mahendra as a Classroom Guide for the 2019-2020 school year in the amount of \$44,375.00 for 10 months. Approved unanimously.
- **Resolution 7.18.19.f** To approve Nancy Christian to work during the summer at a rate of \$20/hr, as needed. Approved unanimously.
- **Resolution 7.18.19.g** To approve offering Mark Garner a Family Leave Replacement Teacher/Guide Contract from August 26, 2019 through January 24, 2020 at a pro-rated salary of \$39,784.00. Approved unanimously.
- **Resolution 7.18.19.h** To approve offering Ryan Jiorle a Family Leave Replacement Support Guide contract from August 26, 2019 through January 24, 2020 at a pro-rated salary of \$25,000.00. Approved unanimously.
- **Resolution 7.18.19.i** To approve contracting with TeleSearch Staffing Solutions for the 2019-2020 school year at a rate of \$17-\$23 per hour. Approved unanimously.
- **Resolution 7.18.19.o** To accept the Harassment, Intimidation, & Bullying (HIB) report for July 2019. Approved unanimously.

Meeting adjourned at 9:50pm

Theresa Radline, Board Secretary