

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 August 15, 2019 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:15pm by Cindy Calvano, 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	
Julie Budzinski-Flores		X
Cindy Calvano	X	
Jenn Gurdak	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: Cindy Calvano Guardian: Jessi Sohl Recorder: Theresa Radline
Public Participants: Jennifer Gurdak, on behalf of her daughter, Gabrielle Napolitano

Trustee Circle Opening: convened 6:15pm

Public Participation: Jennifer Gurdak, on behalf of her daughter, Gabrielle Napolitano, asked if the Fungi class could attend the Common Ground Country Fair in Maine in October.

Correspondence: The trustees accepted a letter of resignation from Guide Maxine Mencl.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The facility is being cleaned and organized by several guides over the summer.
2. A student petitioned to move from 7th to 8th grade. The student's request was accepted.
3. Enrollment is ongoing.
4. A temp was hired to support Nebula. She has been very helpful.
5. A neighbor living on Mingle Road is selling their property to someone who wants to have a wedding venue and asked about whether or not she could suggest to the potential buyer that renting out or using our parking lot when school was not in session was possible. Further discussion needs to be held before a decision can be made.
6. Discussion was held regarding club cycles. Garden Club will be included in the 4 possible clubs for a guide for the year.
7. Summer IEP meetings have been taking place. A decision was made to pay guides \$20.00/hr to attend.
8. Discussion was held regarding financial support for families in need of gear.

9. Discussion was held regarding home visits and the rate of pay per visit. A decision was made to pay guides \$30 per visit.

Policy:

2nd Reading & Adoption of Policy:

- 5111-Admissions

Curriculum Coordinator Report: None

Business Coordinator Report: Theresa Radline reported:

- Approval of the July 18, 2019 minutes. Approved unanimously.
- **Resolution 8.15.19.a** To approve to pay bills for the dates of July 19, 2019 thru August 15, 2019 in the amount of \$76,752.22 which includes payroll. Approved unanimously.
- **Resolution 8.15.19.b** To approve the following Substitute Guides for the 2019-2020 school year: David Paulson, Barbara Popek, Walter Kruegel, Jill Gladd, Dace Gulbis, Matthew Ponczek, Sara Voorhees, and Veronica LaBrie; Lisa Ferrante, Patricia Mangino, Michelle Scharch, Dana Caulkins, and Faith Pedersen as Substitute Nurses. Approved unanimously.
- **Resolution 8.15.19.g** To approve offering medical and dental benefits to long-term substitutes, with no waiting period. RVCS will pay the employee's premium. Approved unanimously.
- **Resolution 8.15.19.h** To approve contracting with Meaghan Manole for the 2019-2020 school year for the following services, as needed: 1. Psychological evaluations at \$300 per basic evaluation (without a need for a BASC or in-depth look at social-emotional functioning or behavior). 2. Psychological evaluations at \$250 per evaluation with more in-depth social emotional assessment (and BASC). Approved unanimously.
- **Resolution 8.15.19.i** To approve contracting with Warren County Special Services School District for the 2019-2020 school year for psychological evaluations at \$350.00 per evaluation. Approved unanimously.
- **Resolution 8.15.19.j** To accept the 2019-2020 Rural Achievement Program (REAP) Grant award in the amount of \$24,432.00. Approved unanimously.
- **Resolution 8.15.19.k** To accept contracting with Carson 1994 Corp., dba JAN-Pro of Northern New Jersey for janitorial services for the 2019-2020 school year at a rate of \$860.00 per month. Approved unanimously.

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

Committee Reports:

Communication: None.

Facilities: Kerry Barnett and Lisa Masi shared that the committee has been meeting and repairs to the facilities have begun.

Finance: Steve Andrasek reported that the committee met in July and discussed the engineering report and cost to update facilities as well as other needed repairs. The committee will meet again in September.

Landcare: Lisa Masi reported that the committee met over the summer and discussed summer work that needed to be done. They also discussed the upcoming Guide/Trustee development.

Technology: Theresa Radline reported that the new Chromebooks were very simple to setup and she looks forward to the Fungi classroom using them. She also reported that Oliver from JLM Computers will be coming to the school to ensure all buildings have working WiFi.

Parent: Jessi Sohl reported that a Gear Swap will be taking place at Meet & Greet. There was discussion regarding the classroom wish lists and adding it to the first newsletter.

Compensation: Steve Andrasek reported the committee met for a third time to discuss pay equity. There was discussion of ideas. Decisions will be made at a later date.

Other Business:

1. The Guide/Trustee development will take place on August 26th from 4:00pm-8:00pm.
2. The Parent Committee will share information regarding the potluck at the Meet & Greet and discussion was held regarding the trustees greeting families.
3. Fall Events were discussed. Autumn Olive Festival will run again this year. A guide proposal will be sent to the trustees. Back to School Night will be included in the Welcome Packets and posted on the RVCS news. Open House will take place on September 18 and Community Service Day will take place on October 5.
4. Autumn Equinox, 2019-2020 Action Plans Review, as well as the Curriculum/Database Application were moved to the next meeting.

Executive Session to Discuss Personnel & HIB: 8:30pm

Return to Public Session: 8:35pm

- **Resolution 8.15.19.c** To approve paying the following guides Aide-in-Lieu for the 2019-2020 school year over 10 months in 20 equal payments, pro-rated to months worked: 1. Kristen Caggiano, \$2,000; 2. Joshua Donovick, \$200; 3. Katharine Errico, \$200; 4. Michael Florio, \$2,000; 5. Rebecca Garceau, \$2,000; 6. Sundae Greame, \$2,000 (upon return from Family Leave); 7. Heather Jorgensen, \$2,000; 8. Lisa Masi, \$2,000; 9. Traci Pannullo, \$2,000; 10. Theresa Radline, \$2,000; 11. Kristine Tucker, \$2,000; 12. Donna Usinowicz, \$2,000; 13. Margaret Vetter, \$2,000; 14. Bradley White, \$2,000. Approved unanimously.
- **Resolution 8.15.19.d** To approve accepting a contract with Ryan Jiorle as a Family Leave Replacement Support Guide from August 26, 2019 through January 24, 2019 at a pro-rated salary of \$25,000.00. Approved unanimously.
- **Resolution 8.15.19.e** To approve offering and accepting a contract with Heather Jorgensen as a Support Guide for the 2019-2020 school year at a pro-rated salary of \$25,000.00. Approved unanimously.
- **Resolution 8.15.19.f** To approve the following guides to work during the summer at a rate of \$20/hr, as needed: Rebecca Garceau, Joshua Donovick, and Kristine Tucker. Approved unanimously.
- **Resolution 8.15.19.i** To accept the Harassment, Intimidation, & Bullying (HIB) report for August 2019. Approved unanimously.

Meeting adjourned at 8:40pm

Theresa Radline, Board Secretary