

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 December 19, 2019 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:14pm by Jessica Sohl, 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-arrived 6:37pm	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: Jessica Sohl Guardian: Kerry Barnett Recorder: Theresa Radline  
Public Participants: None

**Trustee Circle Opening:** convened 6:14pm

**Public Participation:** None

**Correspondence:** A letter was received from a guide regarding employment. Two emails were received from separate parents regarding the vaccination bill.

**Leadership Team Updates:**

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

1. An email from the trustees will be sent out to families regarding the vaccination bill via the RVCS news.
2. Enrollment is at 131 students.
3. A candidate will be discussed in executive session for the nurse leave replacement.
4. Discussion was held regarding vaccination law and religious exemptions.
5. A HIB report will be shared during executive session.

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

1. Discussion was held regarding the former Lakeland Bank property adjacent to the school. Dave McNulty and Kerry Barnett will contact the owner.
2. Discussion was held regarding the possibility of having Jon Young and a colleague come to the school in the spring to provide training. A decision was made not to schedule the training due to cost, logistics, and short timeline being a challenge.

3. A guide may attend a social-emotional learning conference in the spring.
4. One guide will be renewing formal restraint training. All of Nebula staff will receive training on verbal de-escalation strategies.
5. Discussion was held regarding the staff holiday party.

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

- Approval of the November 7, 2019, November 21, 2019 and December 5, 2019 (with corrections) minutes. Approved unanimously.
- **Resolution 12.19.19.a** To approve to pay bills for the dates of November 21, 2019 thru December 19, 2019 in the amount of \$233,010.19 which includes payroll. Approved unanimously.
- **Resolution 12.19.19.b** To approve the Board Secretary and Treasurers' Reports for November 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 12.19.19.d** To approve offering and accepting a contract with Tonya Wikander beginning Wednesday, December 4, 2019 to provide home instruction for a period of up to 2 months for 10 hours per week with an additional 2 hours of preparatory time at a rate of \$40/hour. Approved unanimously.
- **Resolution 12.19.19.e** To approve additional compensation in the amount of \$1,000.00 for full-time guides and \$500 for a part-time support guide. Approved unanimously.
- **Resolution 12.19.19.k** To approve Heather King as a substitute nurse for the 2019-2020 school year. Approved unanimously.

Theresa Radline reported:

1. The October 15th tuition sheets were made available today and will be shared with the Finance Committee.

2nd Reading and Adoption of Policy & Regulation:

1. 5142 Student Safety

**Committee Reports:**

**Communication:** Dave McNulty reported that the annual appeal was added to the newsletter that goes out to families on Fridays.

**Compensation:** Steve Andrasek reported the committee will meet in January.

**Facilities:** Kerry Barnett reported that a meeting will be held in January.

**Finance:** Dave McNulty reported that run rates are good and the committee is working on the budget for next year.

**Landcare:** None

**Technology:** None

**Parent:** Cindy Calvano reported that the meeting was held on December 11 with 7 people in attendance. Discussion was held about the spring fundraiser. A possible date of April 25 was shared. The gear swap went well in November. December will be skipped due to the shortened month and will pick back up in January. The guide wish list will be sent out soon. The gear sale was successful and items were distributed to the community. There was a discussion regarding the vaccination bill.

## Other Business:

All covered under earlier reports.

Executive Session to Discuss HIB, Legal Matters & Personnel: 7:37pm

Return to Public Session: 8:07pm

- **Resolution 12.19.19.f** To approve offering and accepting a Medical Leave Replacement School Health Coordinator contract with Claudia Lobyecz from January 2, 2020 through February 28, 2020 at a rate of \$200/day. Approved unanimously.
- **Resolution 12.19.19.g** To offer and accept a Family Leave Replacement Teacher/Guide contract with Mark Garner from January 27, 2020 through June 30, 2020 at a pro-rated salary of \$39,784.00. Approved unanimously.
- **Resolution 12.19.19.h** To approve offering and accepting a Family Leave Replacement Support Guide contract with Ryan Jiorle from January 27, 2020 through June 30, 2020 at a pro-rated salary of \$25,000.00. Approved unanimously.
- **Resolution 12.19.19.i** To approve offering and accepting a Leave Replacement I&RS Coordinator Stipend Contract with Margaret Vetter at a pro-rated salary of \$1,500 from January 6, 2020 through February 28, 2020. Approved unanimously.
- **Resolution 12.19.19.j** To accept the Harassment, Intimidation, & Bullying (HIB) report for November & December 2019. Approved unanimously.

Meeting adjourned at 8:12pm

Theresa Radline, Board Secretary