

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 February 20, 2020 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm 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-arrived 6:30pm	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: Julie Budzinski-Flores Recorder: Theresa Radline
Public Participants: None

Trustee Circle Opening: convened 6:05pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The current year's enrollment is at 133 students. 2020-2021 school year's enrollment is at 131 students.
2. A lottery was held for the Kindergarten waiting list.
3. A fundraiser proposal was submitted by two Cheese Straw students to hold a winter squash bar, energy bar, and apple cake sale from February 24-28 for their graduation project. Approved unanimously.
4. A fundraiser proposal was submitted by Guide Tonya Wikander for the Constellation Team to sell fire starters. Approved unanimously
5. Discussion was held to have the trustee HIB training added to Closer Connect.
6. Student-Led Conferences will take place the second week in March.

Curriculum Coordinator Report: Traci Pannullo reported:

1. A request was made to have two guides attend a Teachers College Reading and Writing Project, "A Science, Education, and Climate Change Symposium" from March 30- April 1. Approved unanimously.
2. A guide will possibly attend a seminar on a holistic approach to ADHD.

3. Wednesday workshops are going very well. One group of students from Galaxy ran a mountain biking workshop and a group of students from Galaxy ran a field games workshop.
4. Discussion was held regarding the school's website. Cindy Calvano will follow up.
5. Discussion was held regarding the future charter renewal. A survey through the Children & Nature Network was shared as a way to gain mission-based data for the renewal. Traci Pannullo will forward information to the trustees.

Business Coordinator Report: Theresa Radline reported:

- Approval of the January 16, 2020 and February 6, 2020 minutes with corrections. Approved unanimously.
- **Resolution 02.20.20.a** To approve to pay bills for the dates of January 16, 2020 thru February 20, 2020 in the amount of \$208,414.58 which includes payroll. Approved unanimously.
- **Resolution 02.20.20.b** To approve the Board Secretary and Treasurers' Reports for January 2020 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 02.20.20.c** To approve budget transfers from February 1, 2020 to February 29, 2020 as attached. Approved unanimously.
- **Resolution 02.20.20.e** To approve Christina Lash-Lain and Carisa Mainiero substitutes for the 2019-2020 school year. Approved unanimously.
- **Resolution 02.20.20.f** To approve contracting with Dr. Brian Brett for School Physician services from February 20, 2020 through June 30, 2020 at a rate of \$500.00. Approved unanimously.
- **Resolution 02.20.20.g** To approve contracting with Angela (Vinchur) Matis for the 2019-2020 school year for the following services, as needed: 1. Social Assessments at \$300 per evaluation. 2. Participation in evaluation planning meetings at \$50 per meeting. Approved unanimously.
- **Resolution 02.20.20.h** To approve the revised 2019-2020 RVCS budget for submission to the State: General Fund, \$3,001,522; Special Revenue Fund, \$44,671; Total Budget, \$3,046,193. This budget includes a maximum of \$1,000 to be reimbursed for Board of Trustee/employee travel expenses. The Board of Trustees of Ridge and Valley Charter School approves a total revised budget for the 2019-2020 school year for a total of \$3,046,193. Approved unanimously.

Theresa Radline reported:

1. The lighting upgrades have been completed. We look forward to seeing a decrease in the electric bill.

2nd Reading & Adoption of Policies:

1. 5131 Conduct/Discipline
2. 4140/4240 Health Benefits and Insurance Waiver

1st Reading of Policies:

1. 5127 Commencement Activities
2. 5111 Admission

Committee Reports:

Communication: Discussed under Finance.

Compensation: Traci Pannullo reported that members of the committee shared information with the guide circle. The next meeting will take place on Thursday, February 27.

Facilities: Kerry Barnett reported that the owner of Lakeland Bank received the hold harmless letter and we are awaiting a reply.

Finance: Steve Andrasek shared the preliminary draft of the 2020-2021 budget. Discussion was held regarding advertising and social media.

Landcare: Lisa Masi shared the Landcare Facilitator Winter Trimester update. She also shared that the committee will begin the greenhouse repairs soon, classrooms are getting ready to plant in the spring, and graduation projects involving the land are underway.

Technology: Dave McNulty reported that the whole student report and curriculum database application is moving along well and will be ready to preview soon.

Parent: Jessica Sohl reported that there was no meeting in February. A decision has been made not to have a fundraiser in the spring. She will share a signup genius for student-led conferences. The guide appreciation luncheon has been set for April 8th.

Other Business:

1. The preliminary annual calendar is being moved to next month's meeting.
2. The Leadership Team Review is in progress.
3. The Trustee Circle accepts the resignation of Andy Marancik, Trustee. They thank him for his many years of service to the school and the mission.

Executive Session to Discuss HIB, Legal Matters & Personnel: 8:45pm

Return to Public Session: 9:45pm

- **Resolution 02.20.20.d** To accept the Harassment, Intimidation, & Bullying (HIB) report for January 2020. Approved unanimously.

Meeting adjourned at 9:55pm

Theresa Radline, Board Secretary