

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 January 21, 2021 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:04pm 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 (all attendees via Zoom)		
Steve Andrasek		X
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Cindy Calvano	X	
Jenn Gurdak	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: Jessi Sohl Recorder: Theresa Radline

Public Participants: Robin Balles & Madalee Haines

Trustee Circle Opening: convened 6:04pm

Public Participation: None

Correspondence: The trustees received a celebratory email regarding the birth of a guide's baby.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The Memorandum of Agreement with Law Enforcement was signed by all relevant parties.
2. A lottery was held for this year's 4th grade, non-resident waiting list.
3. A lottery was held for the 2021-2022 school year's Kindergarten, 1st, and 2nd grade non-resident waiting lists.

Curriculum Coordinator Report: Traci Pannullo reported:

1. School reopened for in-person students on Tuesday, January 19. The curriculum has been adjusted to ensure switching between in-person and remote learning was more fluid for those students who may have to go remote at a moment's notice.
2. The Leadership Team discussed a proposal to pay guides for creating pre-recorded and/or live videos for students and families that could replace the clubs that were cancelled this year due to the COVID-19 restrictions. Potential video topics might include plant walks, bird watching, needle felting, yoga, etc.

Business Coordinator Report: Theresa Radline reported:

- Approval of December 17, 2020 minutes. Approved unanimously. Approval of the January 7, 2021 minutes. Approved by 6 ayes and 1 abstention.
- **Resolution 01.21.21.a** To approve to pay bills for the dates of December 17, 2020 thru January 21, 2021 in the amount of \$210,325.59 which includes payroll. Approved unanimously.
- **Resolution 01.21.21.b** To approve Board Secretary and Treasurers' Reports for December 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 01.21.21.c** To approve budget transfers from January 1, 2021 to January 31, 2021 as attached. Approved unanimously.
- **Resolution 01.21.21.d** To approve Mercedes Lippert Lozano, Anastasiya Mitchell, and Elizabeth Saar as Substitute Guides for the 2020-2021 school year. Approved unanimously.
- **Resolution 01.21.21.e** To approve contracting with J and B Therapy, LLC to provide special education related services for the 2020-2021 school year. Services may include: 1. Evaluations - \$405.00/evaluation. 2. Other related services as described in the attached contract not to exceed \$90.00/hr. Approved unanimously.
- **Resolution 01.21.21.f** To approve contracting with Cullari Carrico, LLC to coordinate and file Forms 1096 and 1099's for a base processing fee of \$155 per entity for the 2020-2021 school year. Approved unanimously.
- **Resolution 01.21.21.g** To accept the 2020-2021 New Jersey Public Charter School Association (NJPCSA) Digital Divide grant award in the amount of \$5,000.00. Approved unanimously.

Theresa Radline reported:

1. We are awaiting a finalized audit report.
2. She is grateful to use a new service for filing 1099s.
3. 2021-2022 budget discussions have begun.
4. She is sad to report that we will have to find a new auditor for this school year.

Committee Reports:

Communication: Dave McNulty shared that the committee continues to discuss efforts to publicize the school. The January open house will be moved to February.

Facilities: Jennifer Gurdak shared that the tents went out for repair. The roof of the Universe Building is in need of immediate repairs and eventual replacement in the summer. Lisa Masi shared that she is working with someone on getting a door for the greenhouse.

Equity, Diversity and Inclusion: Julie Budzinski-Flores shared that the committee discussed reviewing racial justice components of the school's curriculum. They discussed the possibility of professional development for guides. Their next meeting will be February 11, 2021.

Finance: Kerry Barnett reported that the committee is planning the budget for the 2021-2022 school year. The committee will be proposing a successor to the SBA.

Landcare: None

Parent: Jessi Sohl shared that they had 8 participants at their last meeting. The guide wish list and guide appreciation were discussed.

Technology: Theresa Radline shared that the school is looking into upgrading the phone system. Information about the REAP grant was released today. The school continues to meet the needs of remote learners. There has

not been a lot of information given about state testing yet. Traci Pannullo thanked Brian Passafro from D-Scape for his assistance with getting the Whole Student Reports sent out to families.

Other Business:

1. Jessi Sohl reported that there was a request for summer camp. Little Nature Lovers will run from July 5-9, 2021.

Executive Session to Discuss Personnel: 7:34pm

Return to Public Session: 8:34pm

- **Resolution 01.21.21.h** To revise Theresa Radline's 2020-2021 school year contract, retroactive to January 1, 2021, with a salary increase of \$7,000 per year, prorated, in order to reflect her transition period into the School Business Administrator position which is slated to begin July 1, 2021. Approved unanimously.

Meeting adjourned at 8:38pm

Theresa Radline, Board Secretary