

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 March 15, 2018 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:04pm by Jennifer Gurdak, 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	
Jenn Gurdak	X	
Andy Marancik	X	
Dave McNulty		X
Dave Paulson	X	
Jessi Sohl		X
Non-voting members:		
Nanci Dvorsky, Administrative Coordinator	X	
Lisa Masi, Integration Guide		X
Traci Pannullo, Curriculum Coordinator	X	
Glenn Richardson, SBA		X

Facilitator: Jennifer Gurdak Guardian: Steve Andrasek Recorder: Theresa Radline  
Public Participants: Cindy Calvano

**Trustee Circle Opening:** convened 6:04 pm

**Public Participation:** Cindy Calvano expressed how impressed she was with how the school handled the student walkout and how the staff supported the students.

**Correspondence:** Letter from Darren Menkins regarding spring gear sale. Large Mouth Bass/Salt Classes Art Sale fundraiser proposal. Approved unanimously.

**Leadership Team Updates:**

**Integration Guide Report:** Lisa shared that she continues to work with the LT regarding school closures/makeups. She also shared that spring expeditions are underway and that kids are getting excited. Student Led Conferences are being rescheduled and will take place next week.

**Curriculum Coordinator Report:** Traci Pannullo advised the Trustees that the entire school needs to make up two (2) days due to weather incidents. Upon meeting with all guides, she recommended that Friday, March 31 become a half-day as well as Saturday, April 14 become a half-day (Community Service Day). Class groups will make up additional days on their own. The trustees unanimously approved this change.

Traci shared that the Leadership Team is working on getting ready for next year. She reviewed the revised School Dance proposal from Galaxy with the Trustees.

**Administrative Coordinator Report:** Nanci Dvorsky suggested revising the agenda to include Theresa Radline and remove Glenn Richardson. A lottery was held for 3<sup>rd</sup> grade (out of district) and Kindergarten (out of district) waiting list for the 18-19 school year. Nanci reported that we will be receiving new signature stamps for the bank once all forms are completed. Lastly, Nanci discussed the possibility of having the Critical Response Group present information regarding the school safety program they offer.

**Business Coordinator Report:** Approval of the February 15, 2018 minutes. **Resolution 3.15.18.a** To approve payment of bills in the amount of \$178,222.26 which includes payroll. Approved unanimously. **Resolution 3.15.18.b** To approve the Board Secretary and Treasurers' Reports for January and February 2018 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 3.15.18.c** To approve Amy Ferrara as Family Leave Replacement Teacher/Guide for Becky Garceau from March 12, 2018 through June 30, 2018 at the prorated salary of \$37,500. Approved unanimously.

Theresa shared that she will be attending a mandated School Safety Training in June as well as followed up on drills with guides and will be firming up some items as needed. She also gave an update on PARCC and NJSLA-S.

## **Committee Reports**

**Parent** Cindy Calvano reported that the parent committee had concerns about the change in the spring fundraiser.

**Technology** Theresa reported that we are purchasing McAfee and the new Firewall and these installations will take place on spring break. We will continue to purchase items from the projections as the year goes on.

**Facilities** Nanci Dvorsky followed up on meeting with Rutgers and is waiting to hear back from them.

**Finance** Steve Andrasek reported that the Finance Committee will meet Saturday and complete the draft 2018-2019 school budget. He also shared that Lakeland Bank gave him numbers to compare with First Bank and will report to the Finance Committee.

**Communication** Anna Andrasek received a letter requesting that RVCS place an ad in the playbill for Newton Theater's performance of Annie.

**Other Business:**

1. Jessie Krause will share at the April 12<sup>th</sup> Guide/Trustee meeting.
2. Jen Gurdak shared that we did not receive the Green Ribbons School award; however, we did receive 68/100 points and that we will apply again next year. She is also working on the NJ Sustainable Schools application.

Executive Session to Discuss Personnel 8:30pm. Return to Public Session 9:30pm

Meeting adjourned at 9:40pm

Theresa Radline, Board Secretary