

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 May 16, 2019 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:10pm 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	X	
Kerry Barnett	X	
Cindy Calvano		X
Jenn Gurdak -- arrived 7:15pm	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: Julie Budzinski-Flores, Jennifer Major, and Jonathan Bell

**Trustee Circle Opening:** convened 6:10pm

**Public Participation:** Jennifer Major shared her concern for how RVCS will address the needs of the growing Special Education population. She stated she will send a letter to the Leadership Team.

**Correspondence:** None

**Leadership Team Updates:**

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

1. The draft 2019-2020 calendar was shared. We are awaiting district calendars to make any changes in the future.
2. Enrollment is full for the 2019-2020 school year. Every grade has a waiting list.
3. The schedule for trustee attendance at Passage Presentations was completed.
4. The 3rd Trimester expedition report from Guide Kasey Errico was shared. Several overnights/expeditions have been successfully completed. Two more overnight experiences remain for Nova and Stardust. The Elegant Stinkhorns of Galaxy East set a record of 23 miles hiked with an extended day on Friday. All class groups successfully integrated the CSG farm shares and used locally sourced ingredients in their meal planning. The RVCS community continues to provide fantastic support to the expeditions, whether it is parent volunteers or the purchasing of new gear.
5. A parent of a Spotted Turtle works for Blair Academy and will be bringing some of his students to volunteer for the day.
6. The Land Care Committee is working on several items for the spring/summer. The new lawn maintenance company is working out well.

7. Discussion was held regarding a half-page booster in the yearbook from the Trustees.
8. The Rural Charter School Collaborative and the NJ Department of Education: Office of Rural Community Engagement held a phone call for rural charter schools from around the country to discuss the unique challenges rural charter schools face.

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

1. Guides Jessie Krause, Lisa Masi, and Traci Pannullo attended an event in New York City to honor Thomas Berry. There was an award presented in his name and a promotion for a new book, Thomas Berry: A Biography. A discussion about the book will be streamed through the Deep Time Journey Network on Thursday, May 23 at 7:00pm.
2. The gear sale for the spring will conclude at the end of May.
3. Doctoral Candidate Jonathan Bell has been visiting for three weeks. It's been a pleasure to have him here to see the school through new eyes. The school was able to provide a wide variety of experiences for him.
4. Junior Solar Sprints took place on Monday, May 13. The Elegant Stinkhorns placed 3rd in Recycled Materials, 2nd in Engineering, and 1st in Student Choice. They will move on to the next round at Unity Charter School on Monday, May 20.
5. A letter was received from Guide Sundae Greame regarding family leave.

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

- Approval of the April 18, 2019 minutes. Approved unanimously.
- **Resolution 5.16.19.a** To approve payment of bills in the amount of \$206,492.16, which includes payroll. Approved unanimously.
- **Resolution 5.16.19.b** To approve the Board Secretary and Treasurer's Reports for April 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 5.16.19.c** To accept contracts with the following Guides for the 2019-2020 school year as attached. Approved unanimously.
- **Resolution 5.16.19.e** To approve contracting with Glenn Richardson for School Business Administrator services for the 2019-2020 school year in the amount of \$11,736.85. Approved unanimously.
- **Resolution 5.16.19.f** To approve contracting with Karin Desmet M.S. OTR/L for Occupational Therapy Services for the 2019-2020 school year at a rate of \$70/hr for a minimum of five hours per day for 75 days, based on the current school calendar. Approved unanimously.
- **Resolution 5.16.19.g** To approve contracting with Linda Maffei, Pediatric Speech Therapy for Speech Therapy Services for the 2019-2020 school year at a rate of \$75/hr for a minimum of seven hours per day for 75 days, based on the current school calendar. Approved unanimously.
- **Resolution 5.16.19.i** To approve applying for the New Jersey Schools Insurance Group Safety Grant for the 2019-2020 school year in the amount of \$2,000.00. Approved unanimously.
- **Resolution 5.16.19.j** To approve the 2019-2020 calendar as attached. Approved unanimously.
- **Resolution 5.16.19.k** To approve QBE Student Accident Insurance for the 2019-2020 school year at a rate of \$687.00 (no increase). Approved unanimously.
- **Resolution 5.16.19.l** To approve contracting with Judith Rocco, M.A. LDTC for Special Education testing services for the 2019-2020 school year at a rate of \$300 for Initial or Re-evaluation Assessment, \$50 for Oral Language, \$55 for Hourly Services, \$55 for Evaluation Planning Meeting, and \$100 for Annual Review. Approved unanimously.
- **Resolution 5.16.19.m** To approve contracting with Lillian Burgos for Special Education Social Worker support for the 2019-2020 school year at a rate of \$80/hr, as needed. Approved unanimously.
- **Resolution 5.16.19.n** To accept contracting with Sussex County Educational Services Commission for Special Education evaluations for the 2019-2020 school year. Approved unanimously.
- **Resolution 5.16.19.o** To approve Lisa Ferrante as a substitute nurse for the 2018-2019 school year. Approved unanimously.
- **Resolution 5.16.19.p** To approve contracting with Kenneth Welsh, Ph.D. for psychological evaluations for the 2019-2020 school year at a rate of \$400 per evaluation. Approved unanimously.

- **Resolution 5.16.19.q** To approve Robert Hart as Treasurer of School Monies for the 2019-2020 school year at a monthly rate of \$225.00, total of \$2,700.00. Approved unanimously.
- **Resolution 5.16.19.r** To accept the following employee leave day donations: Employee #267 donating 1 leave day to Employee #273; Employee #116 donating 1 leave day to Employee #273; Employee #116 donating 4 leave days to Employee #203; Employee #161 donating 2 leave days to Employee #203; Employee #267 donating 1 leave day to Employee #203; Employee #116 donating 2 leave days to Employee #268; Employee #171 donating 3 leave days to Employee #125; Employee #243 donating 2 leave days to Employee #125; Employee #254 donating 1 leave day to Employee #125; Employee #267 donating 1 leave day to Employee #125. Approved unanimously.

### **Committee Reports:**

**Communication:** Dave McNulty shared that the website continues to be updated and that all summer programs have been added to the Resources page. Jessica Sohl will add information about open houses and information sessions.

**Facilities:** Kerry Barnett shared that the committee is meeting regularly and is comprised of herself, John Hall (Parent), Jennifer Gurdak, and Lisa Masi. Several projects are being discussed. Some of them include the parking lot plan, window replacement in the Universe Building, and pest management. The new lawn service company is doing a great job. The committee continues to discuss cleaning efforts and green cleaning. The energy audit will take place on June 6. A parent of a Stardust student will join a future meeting to discuss the solar panel maintenance and possible grant opportunities for upgrades. A facility review will be taking place in the future and a grant request was sent to the Young Men's Philanthropic League in order to make upgrades to the land.

**Finance:** Next meeting will take place on Saturday, May 18.

**Technology:** Theresa Radline reported that NJSLA testing has been going well with very little connectivity issues.

**Parent:** Jessi Sohl reported that approximately 6 parents attended the meeting on May 8. Sign up genius is being utilized for graduation, teacher appreciation luncheon, and the Stone Soup gathering. Expectations for Celebration of Learning were shared as well as the need for volunteers for Earth Olympics. An unofficial end of the year ice cream social was discussed as well as a Land of Make Believe Trip for Wed. June 19. The graduation banners will be worked on at the next meeting on May 29.

### **Other Business:**

1. The Compensation Committee will meet on June 27.
2. The following end of year events were shared: Celebration of Learning (June 5), Earth Olympics (June 7), Graduation (June 12), and End of Year Party for guides (June 14).
3. Items for trustees to take care of for graduation were discussed.
4. The Thomas Berry event that Guide Jessie Krause is attending will take place May 29, 30, & 31. A document that can be shared at the event is near completion.
5. The annual report was discussed.
6. The parking lot proposal was discussed. A letter was also sent to the Young Men's Philanthropic League requesting funds.
7. The Energy Audit will take place on Thursday, June 6.

### **Policy:**

1st Reading: Series 9000-Bylaws of the Board

Executive Session to Discuss Personnel & HIB: 8:20pm

Return to Public Session: 8:34pm

**Resolution 5.16.19.d** To accept the Harassment, Intimidation, & Bullying (HIB) report for April 2019 & May 2019. Approved unanimously.

**Resolution 5.16.19.h** To approve offering Stipend Position Contracts to the following guides for the 2019-2020 school year: Donna Usinowicz, I&RS Coordinator, \$1,672.72; Katharine Errico, Expeditions Facilitator, \$1,591.35; Mark Garner, Land Care Facilitator, \$1,060.90; Nancy Christian, I&RS Team Member, \$546.93; Katharine Errico, I&RS Team Member, \$546.93; Margaret Vetter, I&RS Team Member, \$546.93; Theresa Radline, Substitute Guide Position, \$2,000.00. Approved unanimously.

Meeting adjourned at 8:35 pm

Theresa Radline, Board Secretary