

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 April 23, 2020 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm by Julie Budzinski-Flores, 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-arrived 7:07pm	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: Julie Budzinski-Flores Guardian: Kerry Barnett Recorder: Theresa Radline
Public Participants: Alyssa Garner

Trustee Circle Opening: convened 6:05pm

Public Participation: None

Correspondence: An email was received from a guide regarding virtual clubs. Jessi Sohl will respond.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The current year's enrollment is at 132 students. 2020-2021 school year's enrollment is anticipated to reach 133 students by next week.
2. Based on recommendations from the NJDOE's Office of School Preparedness and Emergency Planning, our regular cleaning routine is meeting requirements.
3. The Landcare Committee met today. Requests for grant funds will be brought to the Facilities Committee. Summer work discussion has been tabled until more guidance is received from the governor's office.
4. Discussion was held regarding a virtual graduation ceremony. Celebration of Learning, Earth Olympics, Passage Presentations, and Debrief were also discussed. Sub committees will be formed to assist the Leadership Team where needed.
5. Teams are encouraging families and students to create their own overnight/expedition experiences.

Curriculum Coordinator Report: Traci Pannullo reported:

1. Discussion was held regarding a virtual open house and information session. Dave McNulty offered his support.

2. 2018-2019 NJSLA-Science field test results were shared.

Business Coordinator Report: Theresa Radline reported:

- Approval of the March 19, 2020 minutes with corrections. Approved unanimously.
- **Resolution 04.23.20.a** To approve to pay bills for the dates of March 19, 2020 thru April 23, 2020 in the amount of \$207,531.84 which includes payroll. Approved unanimously.
- **Resolution 04.23.20.b** To approve the Board Secretary and Treasurers' Reports for March 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 04.19.20.c** To accept the Harassment, Intimidation, and Bullying (HIB) report for March 2020. Approved unanimously.
- **Resolution 04.23.20.d** To approve applying for the school security grant authorized by the Securing Our Children's Future Bond Act, P.L. 2018, c. 199 (Bond Act). Approved unanimously.
- **Resolution 04.23.20.e** To approve applying for the Paycheck Protection Program through Lakeland Bank in the amount of \$278,847.00. Approved unanimously.

1st Reading of Policies/Regulations:

1. 3570.1 - Electronic Signatures
2. 4111.1/4211.1 - Nondiscrimination/Affirmative Action
3. 4111.1/4211.1 - Support for Breastfeeding/Chestfeeding Employees -Regulation
4. 5134 - Married/Pregnant and Lactating Pupils
5. 5134 - Support for Breastfeeding/Chestfeeding Pupils - Regulation

Committee Reports:

Communication: Dave McNulty discussed a virtual information session. Discussion was held regarding recruitment for next year.

Compensation: None.

Facilities: Kerry Barnett reported that the committee will meet next week and will have an update next month.

Finance: Steve Andrasek reported that run rates for the current year are on budget. The NJ Public Charter School Association recommends being prepared for at least a 10% shortfall in the budget next year. Glenn Richardson put the Paycheck Protection Program Packet together and submitted it to Lakeland Bank. The school was denied in the first round; however, the school reapplied for the second round submission and will hopefully hear something soon. Kerry Barnett thanked the committee for their effort in procuring the funds.

Hiring: Steve Andrasek reported that the committee met on April 22. The committee is interviewing candidates for the nurse position as well as candidates for potential openings in 2020-2021.

Landcare: Covered in Lisa Masi's report.

Technology: Theresa Radline gave an update on the COVID-19 school closure and remote learning. She thanked Ryan Jiorle for his support with technical assistance for families, students, and guides.

Parent: Jessi Sohl reported that a parent asked if they could help support graduation.

Other Business:

1. The preliminary annual calendar was tabled for next month.
2. The Leadership Team Review is in progress.

3. The Charter Renewal 2022-2023 discussion is ongoing.
4. Use of extra snow days will be decided.

Executive Session to Discuss Personnel: 7:41pm

Return to Public Session: 7:58pm

Personnel Committee: Kerry Barnett shared a job description for a new position titled Infrastructure Coordinator. The trustees unanimously approved.

Discussion was held regarding the possibility of virtual summer camps.

- **Resolution 04.23.20.f** To approve offering contracts to the following Guides for the 2020-2021 school year as attached. Approved unanimously.

Meeting adjourned at 8:20pm

Theresa Radline, Board Secretary