

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 21, 2020 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:09pm 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 (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: Julie Budzinski-Flores Guardian: Kerry Barnett Recorder: Theresa Radline  
Public Participants: Alyssa Garner & Barbara Goldirch (arrived 6:40pm)

**Trustee Circle Opening:** convened 6:09pm

**Public Participation:** None

**Correspondence:** An email was received from Madalee Haines regarding a Genesis Farm Grant. An email about summer camps was received and discussed. An email about Terracycle was received and discussed.

**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 at 133 students.
2. There are no HIB incidents to report this month.
3. Summer work for guides was discussed.

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

1. The virtual Open House was postponed to July.
2. The Health Related School Closure Preparedness Plan was shared.

- **Resolution 05.21.20.x** To accept the Ridge and Valley Charter School Health Related School Closure Preparedness Plan. Approved unanimously.

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

- Approval of the April 23, 2020 minutes with corrections. Approved by 6 ayes and 1 abstention.

- **Resolution 05.21.20.a** To approve to pay bills for the dates of April 24, 2020 thru May 20, 2020 in the amount of \$178,069.78 which includes payroll. Approved unanimously.
- **Resolution 05.21.20.b** To approve the Board Secretary and Treasurers' Reports for April 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 05.21.20.c** To accept the Harassment, Intimidation, and Bullying (HIB) report for April 2020. Approved unanimously.
- **Resolution 05.21.20.d** To approve accepting contracts with the following Guides for the 2020-2021 school year as attached. Approved unanimously.
- **Resolution 05.21.20.e** To approve extending the current contract 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 90 days, based on the current school calendar. Approved unanimously.
- **Resolution 05.21.20.f** To approve contracting with Total Administrative Services Corporation (TASC) for third party administration of a Health Reimbursement Account (HRS) for up to \$1,575.00 for single or family coverage per employee who is covered by RVCS medical benefits. Approved unanimously.
- **Resolution 05.21.20.g** To approve contracting with Glenn Richardson for School Business Administrative services for the 2020-2021 school year in the amount of \$12,089.00. Approved unanimously.
- **Resolution 05.21.20.h** To approve contracting with Karin Desmit M.S. OTR/L for Occupational Therapy Services for the 2020-2021 school year at a rate of \$70/hr for a minimum of 5 hours per day for 75 days, based on the current school calendar. Approved unanimously.
- **Resolution 05.21.20.i** To approve contracting with Linda Maffei, Pediatric Speech Therapy for Speech Therapy Services for the 2020-2021 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 05.21.20.j** To approve contracting with Meaghan Manole for the 2020-2021 school year for the following services, as needed: 1. Psychological evaluations at \$300 per basic evaluation (without a need for a BASC or in-depth look at social-emotional functioning or behavior). 2. Psychological evaluations at \$350 per evaluation with more in-depth social emotional assessment (and BASC). 3. Hourly services: \$65/hr. Approved unanimously.
- **Resolution 05.21.20.k** To approve offering a part-time CST/LT Support Guide position to Amy Wilson for the 2020-2021 school year for 20 hours per week at a rate between \$15/hour. Approved unanimously.
- **Resolution 05.21.20.l** To approve contracting with Judith Rocco, M.A. LDTC for Special Education testing services for the 2020-2021 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 05.21.20.m** To approve contracting with Lillian Burgos for Special Education Social Worker support for the 2020-2021 school year at a rate of \$80/hr, as needed. Approved unanimously.
- **Resolution 05.21.20.n** To approve contracting with Dr. Frank Falcone for the 2020-2021 school year for the following services, as needed: 1. Educational evaluations at \$395 per evaluation. 2. Participation in evaluation planning meetings at \$75 per meeting. Approved unanimously.
- **Resolution 05.21.20.o** To approve contracting with Pauline Albrecht, Ed.S. for the 2020-2021 school year for the following services, as needed: 1. Psychological Evaluations at \$425 per evaluation. 2. Functional Behavioral Assessments for up to 5 hours/Consultations at \$75 per hour. 3. Participation in evaluation planning meetings at \$75 per meeting. Approved unanimously.
- **Resolution 05.21.20.p** To approve contracting with Angela (Vinchur) Matus for the 2020-2021 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 05.21.20.q** To accept contracting with Sussex County Educational Services Commission for Special Education evaluations for the 2020-2021 school year. Approved unanimously.
- **Resolution 05.21.20.r** To approve Robert Hart as Treasurer of School Monies for the 2020-2021 school year at a monthly rate of \$225.00, total of \$2,700.00. Approved unanimously.
- **Resolution 05.21.20.s** To approve contracting with Dr. Brian Brett for School Physician services from July 1, 2020 through June 30, 2021 at a rate of \$1,000.00; payable in two installments of \$500 each in July and January. Approved unanimously.

- **Resolution 05.21.20.u** To approve QBE Student Accident Insurance for the 2020-2021 school year at a rate of \$687.00 (no increase). Approved unanimously.
- **Resolution 05.21.20.v** To approve contracting with Vickie Demarest to provide Wilson instruction for the 2020-2021 school year at a rate of \$70/hour. Approved unanimously.
- **Resolution 05.21.20.w** To approve contracting with Suzanne Montgomery to provide Wilson instruction for the 2020-2021 school year at a rate of \$50/hour. Approved unanimously.

Theresa Radline reported:

1. Gratitude for the change in TASC benefits to include more coverage and to cover the amount of the deductible for each enrolled guide.

2nd Reading and Adoption 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.

**Compensation:** None.

**Facilities:** Kerry Barnett reported that the committee will meet in June.

**Finance:** Steve Andrasek reported that run rates for the current year are on budget. The committee continues to keep track of all guidance coming from the NJDOE and the NJPCSA.

**Hiring:** To be discussed in executive session.

**Landcare:** The committee will be meeting soon.

**Technology:** Theresa Radline gave an update on the new server and switch purchase. Traci Pannullo gave an update on the new curriculum software.

**Parent:** None.

### **Other Business:**

1. End of Year events were discussed.
2. The Young Men's Philanthropic Grant was discussed. Jessi Sohl will follow up.
3. The Paycheck Protection Program was discussed.
4. The Annual Report and Charter Renewal were moved to next month.

Executive Session to Discuss Personnel: 7:46pm

Return to Public Session: 8:12pm

- **Resolution 05.21.20.t** To approve offering Stipend Contracts to the following guides for the 2020-2021 school year as attached. Approved unanimously.

- **Resolution 05.21.20.y** To approve offering a contract to Toni Marek-Mazzariello as a School Nurse Health Coordinator for the 2020-2021 school year at a rate between \$55,000-\$65,000 for 10 months. Approved unanimously.

Meeting adjourned at 8:20pm

Theresa Radline, Board Secretary

Ridge and Valley Charter School Board of Trustees

DATE: May 21, 2020

RESOLUTION: 05.21.20.d

Resolved by the Board of Trustees, Ridge and Valley Charter School:  
To accept contracts with the following Guides for the 2020-2021 school  
year:

Ieva Alverson	Special Education Guide	\$70,039
Nancy Christian	Special Education Guide	\$42,506
Julia Kelly	Special Education Guide	\$60,239
Kristine Tucker	Special Education Guide	\$73,745
Margaret Vetter	Special Education Guide	\$69,873
Kristen Caggiano	Classroom Guide	\$62,831
Daniel Egan	Classroom Guide	\$42,719
Kasey Errico	Classroom Guide	\$54,647
Michael Florio	Classroom Guide	\$52,698
Rebecca Garceau	Classroom Guide	\$45,199
Alyssa Garner	Classroom Guide	\$42,943
Mark Garner	Classroom Guide	\$41,313
Sundae Greame	Classroom Guide	\$51,091
Jessica Krause	Classroom Guide	\$42,506
Sena McClain	Classroom Guide	\$45,904
Tyler Thurgood	Classroom Guide	\$40,154
Bradley White	Classroom Guide	\$47,107
Tonya Wikander	Classroom Guide	\$50,753
Ryan Jirole	Support Guide	\$25,750
Jennifer Ross	12 Month Administrative Support Guide	\$47,271
Susan Corcoran	12 Month Child Study Team Coordinator	\$71,611
Lisa Masi	12 Month Integration Coordinator and Leadership Team Member	\$74,263
Traci Pannullo	12 Month Curriculum Coordinator	\$80,888

and Leadership Team Member

Theresa Radline                      12 Month Business Coordinator                      \$54,636

Passed by consensus:

Steve Andrasek	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Kerry Barnett	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Julie Budzinski-Flores	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Cindy Calvano	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Jenn Gurdak	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Dave McNulty	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent
Jessi Sohl	<input checked="" type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	abstain	<input type="checkbox"/>	absent

Signed: Theresa Radline  
Board Secretary

Ridge and Valley Charter School Board of Trustees

DATE: May 21, 2020

RESOLUTION: 05.21.20.t

Resolved by the Board of Trustees, Ridge and Valley Charter School:

To approve offering Stipend Position Contracts to the following guides for the 2020-2021 school year:

Katharine Errico	Expeditions Facilitator	\$1,639
Nancy Christian	I&RS Team Member	\$563
Katharine Errico	I&RS Team Member	\$563
Julia Kelly	I&RS Team Member	\$515
Margaret Vetter	I&RS Team Member	\$563
Theresa Radline	Substitute Coordinator	\$2,060
Tyler Thurgood	Yearbook Advisor	\$464

Passed by consensus:

Steve Andrasek	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Kerry Barnett	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Julie Budzinski-Flores	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Cindy Calvano	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Jenn Gurdak	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Dave McNulty	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Jessi Sohl	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent

Signed: Theresa Radline  
Board Secretary