

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 July 16, 2020 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:07pm 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 (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: Jessica Sohl Guardian: Kerry Barnett Recorder: Theresa Radline  
Public Participants: Alyssa Garner & Barbara Goldrich (arrived 6:25pm)

**Trustee Circle Opening:** convened 6:07pm

**Public Participation:** None

**Correspondence:**None

**Leadership Team Updates:**

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

1. Fall reopening was discussed.
2. Enrollment is at 126 students.
3. There are no HIB incidents to report this month.
4. Discussed posting of trustee meetings.
5. The Facilities Committee will meet next week.
6. The Landcare Committee met last week and discussed mowing and tent placement.
7. A decision was made not to have fall clubs this year. Winter clubs will be discussed in October. Alyssa Garner mentioned the possibility of virtual clubs.

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

1. The Crisis Response Team is meeting. Surveys were disseminated to families and guides. Plans will be adjusted as the NJDOE and the county office share information.
2. Kerry Barnett thanked the Leadership Team for their efforts in ensuring the school is ready to open safely.

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

- Approval of the June 18, 2020 minutes. Approved unanimously.
- **Resolution 07.16.20.a** To approve to pay bills for the dates of June 18, 2020 thru June 30, 2020 in the amount of \$172,546.27 which includes payroll. To pay bills for the dates of July 1, 2020 thru July 16, 2020 in the amount of \$56,589.54. CDK is being set up. July 15, 2020 payroll to be included next month. Approved by 5 ayes and 1 abstention.
- **Resolution 07.16.20.b** To approve the preliminary Board Secretary and Treasurer's Report for June 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 07.16.20.c** To accept the Harassment, Intimidation, and Bullying (HIB) report for June 2020. Approved unanimously.
- **Resolution 07.16.20.d** To approve submission of the 2019-2020 Annual Report. Approved unanimously.
- **Resolution 07.16.20.e** To approve Cullari Carrico, LLC for the 2019-2020 audit with fees not to exceed \$15,000. Approved unanimously.
- **Resolution 07.16.20.f** To approve the Kyocera 6300i copier lease agreement with Kansas State Bank for a total of \$5,954.00 to be paid over 48 months at a rate of \$136.55 per month as per the attached amortization schedule. Approved unanimously.
- **Resolution 07.16.20.g** To approve respectfully declining the Title IIA funds in the amount of \$1,596.00 under the Elementary and Secondary Education Grant award. Approved unanimously.

Theresa Radline reported:

1. She is preparing for the reopening of school and for the audit on August 17 & 18.
2. She thanked the trustees for the ability to maintain the policy manual online.

1st Reading of Policies/Regulations:

1. 9322 - Public & Executive Sessions
2. 4112.4/4212.4 Regulation - Exposure Control

2nd Readings and Adoption of Policies/Regulations:

3. 4111.2/4211.2 - Domestic Violence
4. 5113 - Attendance, Absences, & Excuses
5. 5141 - Health

**Committee Reports:**

**Communication:** Dave McNulty discussed the Virtual Open House.

**Facilities:** Kerry Barnett shared that the committee will meet next week and discuss ways to support the Leadership Team in reopening the school in the fall.

**Equity, Diversity and Inclusion:** Dave McNulty and Cindy Calvano shared that the committee met and discussed establishing relationships with other charter schools.

**Finance:** Steve Andrasek reported that the committee met virtually to discuss resources for reopening in the fall. He shared that the school is in a good financial position at this time.

**Landcare:** Covered in the Integration Coordinator report.

**Technology:** Theresa Radline shared that the new server was installed.

**Other Business:**

1. Kerry Barnett will follow up via email regarding the annual report.
2. Re-org was discussed and will be finalized next month.
3. Terracycle was moved to next month.

Executive Session to Discuss Legal Matters: 7:29pm

Return to Public Session: 7:40pm

Meeting adjourned at 7:42pm

Theresa Radline, Board Secretary