

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 December 17, 2020 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:06pm by Jessi 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: Jessi Sohl Guardian: Dave McNulty Recorder: Theresa Radline
Public Participants: Kyra Dosch-Klemer, Rachel Kimball, & Marly Bewighouse

Trustee Circle Opening: convened 6:06pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The 2019-2020 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights was shared. Ridge and Valley scored a 54 out of a possible 78.
2. Current Enrollment is at 125 students. Projected enrollment for next year is 131 students.
3. A virtual Open House to be held in January was discussed.
4. A lottery was held for the Kindergarten out-of-district, non-resident waiting list.
5. She thanked all of the classroom guides for their work in getting the classrooms ready for the winter.

Curriculum Coordinator Report: Traci Pannullo reported:

1. When the increase in COVID-19 cases caused our region to shift from yellow ('moderate') to orange ('high') on the NJ Department of Health's (DOH) COVID-19 Activity Level Report, the DOH required a significant and elevated shift in the way that schools in that region had to respond to students and staff with symptoms. Suddenly anyone with specific combinations of symptoms had to be treated as if they were a positive COVID-19 case and their close contacts had to adhere to quarantine/exclusion protocols. Once we began to implement these increased requirements we realized the impact that it had on our students, staff and families. With some teams/classes going remote at different times, while other teams/classes remained in-

person, the strain on our families, particularly those who have multiple children at the school and/or who drive a long distance to bring their children to RVCS, quickly became clear. Additionally, we became aware of the fact that everyone's growing awareness that change could occur at any time was causing its own heightened stress levels among the students, staff and families. Based on all of this, coupled with the timing of the holidays, recommendations from the Warren County Department of Health, and the reported COVID-19 incubation period, the Crisis Response Team determined that a move to remote instruction beginning Tuesday, 12/8/20 for all students and staff would provide a period of consistency, stability, and reduced stress and exposure for all. The Team chose a return date of Tuesday, 1/19/21 to allow for a 14 day 'quarantine' after the winter break before all in-person students and staff would be together on-site again.

2. RVCS has had no positive cases among staff and students. The buildings remain open for guides and continue to be cleaned on a regular basis with necessary precautions put in place. Child Study Team evaluations are in-person, on-site as well. Remote material pickups are scheduled every Friday, as needed.
3. She thanked Guide Theresa for getting all of the technology ready and available for families that requested support due to moving to a fully remote schedule.

Business Coordinator Report: Theresa Radline reported:

- Approval of the November 19, 2020 minutes. Approved by 5 ayes and 2 abstentions.
- **Resolution 12.17.20.a** To approve to pay bills for the dates of November 20, 2020 thru December 16, 2020 in the amount of \$240,186.51 which includes payroll. Approved by 6 ayes and 1 abstention.
- **Resolution 12.17.20.b** To approve Board Secretary and Treasurers' Reports for August, September, October, and November 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 12.17.20.c** To approve budget transfers from December 1, 2020 to December 14, 2020 as attached. Approved unanimously.
- **Resolution 12.17.20.d** To approve additional compensation in the amount of \$1,000.00 for all guides. Approved unanimously.
- **Resolution 12.17.20.e** To accept the 2019-2020 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights. The RVCS school grade is 54 out of a possible 78. Approved unanimously.

Theresa Radline reported:

1. We are awaiting a finalized audit report.
2. The Nebula Team continues to utilize grant money to purchase supplies to meet cleaning and facility needs.

Committee Reports:

Communication: Dave McNulty shared that the committee is in the beginning stages of hiring someone for publicity for the school. He asked everyone to share topics and events that could be included

Facilities: Jennifer Gurdak shared that the committee is discussing future solar initiatives. Quotes are being obtained for roof repairs and replacement. The HVAC work is now complete in Nebula.

Equity, Diversity and Inclusion: Julie Budzinski-Flores shared that the committee discussed the possibility of a curriculum audit to review activities around holidays. The committee also discussed the possibility of connecting with other schools. They would like to receive community input and are in discussion on forming sub committees.

Finance: Steve Andrasek reported that the committee met virtually on December 5th. They discussed run rates and can report a healthy fund balance. They are waiting on the finalized audit. Additional compensation for guides was also discussed. The committee has begun interviews for the new School Business Administrator and will bring a candidate to next month's trustee meeting. The committee will begin to work on the budget for the 2021-2022 school year.

Landcare: Lisa Masi shared that the committee discussed greenhouse repair for the spring and seed starting.

Parent: Marly Bewighouse shared that the Parent Committee met virtually on Thursday, December 17. The guide wish list was moved to January. Seventeen orders were filled for the gear sale. TerraCycle has been placed on hold while the school is remote. Guide appreciation was discussed. Fundraisers were discussed. A possible new Facebook group was also discussed.

Technology: Theresa Radline shared that the school submitted an application for a grant through the NJ Public Charter School Association. She continues to be thankful for Guides Milly and Ryan for their support in getting laptops ready to go home for remote families. She continues to monitor and order resources as needed.

Other Business:

1. None

Executive Session to Discuss Personnel: 7:57pm

Return to Public Session: 8:15pm

Meeting adjourned at 8:22pm

Theresa Radline, Board Secretary