

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 March 18, 2021 at 1234 State Route 94, Blirstown, NJ 07825. The meeting was called to order at 6:02pm by Steve Andrasek, 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: Steve Andrasek Guardian: Dave McNulty Recorder: Theresa Radline
Public Participants: Kyra Dosch-Klemer, Jenniffer Fersch, & Madalee Haines

Trustee Circle Opening: convened 6:02pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. The Leadership Team is working on the 2021-2022 school year calendar.
2. This year's enrollment is at 127 students. Next year's enrollment is at 135 students.
3. A lottery was held for the 2020-2021 school year's Kindergarten non-resident waiting list.
4. A lottery was held for the 2021-2022 school year's 1st, 2nd, 3rd, 5th, and 6th grade non-resident waiting lists.

Curriculum Coordinator Report: Traci Pannullo reported:

1. The 3rd trimester began March 15. Many students have returned with more returning after spring break.
2. The professional development held on March 17th was to discuss ideas for moving into the spring as well as the end of the school year. The ESSER II CRRSA Grant application was discussed.
3. The governor's address and new guidelines were discussed.
4. The NJ Department of Education submitted a waiver for NJSLA this year. We are awaiting more information.

5. The Leadership Team shared the challenge of balancing indoor and outdoor time as well as safety, masks, tents, the weather, academic progress, and technology within a shortened school day.
6. The virtual clubs being proposed are:
 - a. The Winter Tree ID Club
 - b. Lego Club
 - c. Candle Making Club
 - d. Fire Starter Making Club
 - e. Orienteering Club
 - f. Can It Hummus? Club

Business Coordinator Report: Theresa Radline reported:

- Approval of February 18, 2021 minutes. Approved unanimously.
- **Resolution 03.18.21.a** To approve to pay bills for the dates of February 18, 2021 thru March 18, 2021 in the amount of \$191,871.16 which includes payroll. Approved unanimously.
- **Resolution 03.18.21.c** To approve the 2021-2022 RVCS budget for the submission to the State: General Fund: \$3,638,986; Special Revenue Fund: \$48,148; Total Budget: \$3,687,134. This budget includes a maximum of \$1,000 to be reimbursed for Board of Trustee/employee travel expenses. The Board of Trustees of Ridge and Valley Charter School approves a total budget for the 2020-2021 school year for a total of \$3,687,134. Approved unanimously.
- **Resolution 03.18.21.e** To approve Tricia Cronin as a Substitute Guide for the 2020-2021 school year. Approved unanimously.
- **Resolution 03.18.21.f** To approve offering Horizon BCBS of NJ Advantage EPO Gold 100/80 as a third option for medical benefits beginning June 1, 2021. Single employee premium will be covered by RVCS. Approved unanimously.
- **Resolution 03.18.21.h** To accept the following employee leave day donations: 1. Employee #116 donating 1 leave day to employee #297. 2. Employee #50 donating 1 leave day to employee #297. Approved unanimously.
- **Resolution 03.18.21.i** To approve applying for the New Jersey Schools Insurance Group Safety Grant for the 2020-2021 school year in the amount of \$2,000.00. Approved unanimously.

Theresa Radline reported:

1. We are awaiting more information on NJSLA.
2. The Finance Committee is proposing to offer a 3rd benefits option for guides.
3. She reminded the trustees to complete their SEC filing.

2nd reading and adoption of Policies/Regulations:

1. 3326R-Electronic Funds Transfer (EFT)

Committee Reports:

Communication: Dave McNulty shared that there were no participants on the Information Session call. The Walpack Center video was discussed.

Facilities: Jennifer Gurdak shared that the committee selected a company for the repairs and replacement of the Universe Building roof. Lisa Masi shared that the tents have been repaired and discussions have begun on where to place them for the spring. Kerry Barnett thanked John Hall for being an essential member of the committee.

Equity, Diversity and Inclusion: Kerry Barnett shared that they will have a 1st reading of the purchasing policy for next month.

Finance: Steve Andrasek shared the 2021-2022 budget. He also shared proposed revisions to the Compensation Plan.

- **Resolution 03.18.21.j** To approve revisions to the Compensation Plan as attached: Base salary for Support Guides increased to \$27,500, additional compensation for Support Guides to attend all overnights/expeditions at a rate of \$125 from afternoon to bedtime and an additional \$125 overnight, and to increase the summer work rate to \$25/hr. Approved unanimously.

Landcare: Lisa Masi shared that they are working on seed donations, ordering for the spring, and all are excited to begin gardening.

Parent: Jessi Sohl shared that the committee met today and discussed the gear swap/sale, guide appreciation, Terracycle, and a possible fundraiser.

Technology: None

Other Business:

1. Kerry Barnett shared that she and Jenn Gurdak completed the Leadership Team review.

Executive Session to Discuss Personnel: 7:35pm

Return to Public Session: 9:01pm

Resolution 03.18.21.g To approve offering and accepting a part-time Infrastructure Coordinator contract with Robin Balles for the 2020-2021 school year at a rate of \$270/day not to exceed 25 hours per week. Approved unanimously.

Meeting adjourned at 9:04pm

Theresa Radline, Board Secretary