

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 17, 2022 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm by Kerry Barnett, 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)		
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Jenn Gurdak		X
Dave McNulty	X	
Jessi Sohl	X	
Cindy Terranova		X
Non-voting members:		
Robin Balles, Infrastructure Coordinator	X	
Lisa Masi, Integration Coordinator	X	
Traci Pannullo, Curriculum Coordinator		X
Theresa Radline, Business Coordinator	X	

Facilitator: Kerry Barnett Guardian: Jessi Sohl Recorder: Theresa Radline  
Public Participants: None

**Trustee Circle Opening:** convened 6:05pm

**Public Participation:** None

**Correspondence:** None

**Leadership Team Updates:**

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

1. Current enrollment is at 119 students, possibly 120 students next week.
2. Spring Clubs began this week and are very successful.
3. The Expedition Facilitator's Report was shared.
4. The Yearbook Coordinator's Report was shared.
5. The Hiring Committee convened and will keep everyone updated.
6. The Leadership Team is tracking Bill S1677 and will keep the trustees updated.
7. Discussion took place regarding the school board attorney.
8. Open House went well on Wednesday, March 16. There were four prospective families in attendance.

**Infrastructure Coordinator Report:** Robin Balles reported:

1. The February fire inspection is complete with no violations.
2. She is attending the School Safety Specialist training.
3. She attended a Purchasing Workshop through NJASBO with Theresa Radline and found it to be very informative.

4. Seed starting is taking place across teams.
5. She visited Wild Ridge Plants in Alpha. She toured the land and discussed their journey. There are a lot of parallels between us and the nursery and gave her ideas for things we can implement in the future.

**Curriculum Coordinator Report:** None

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

- Approval of January 27, 2022 and February 3, 2022 minutes with corrections. Approved unanimously.
- **Resolution 03.17.22a** To approve to pay bills for the dates of January 20, 2022 thru February 17, 2022 in the amount of \$224,154.55 which includes payroll and February 18, 2022 thru March 17, 2022 in the amount of \$214,602.07 which includes payroll. Approved unanimously.
- **Resolution 03.17.22.b** To approve the Board Secretary and Treasurers' Reports for January & February 2022 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 03.17.22.c** To approve budget transfers from February 1, 2022 thru February 28, 2022 as well as March 1, 2022 thru March 31, 2022 as attached. Approved unanimously.
- **Resolution 03.17.22.d** To approve the 2020-2021 audit and CAFR report to acknowledge that there were no findings and therefore no corrective action plan is needed. Approved unanimously.
- **Resolution 03.17.22.e** To approve the 2022-2023 RVCS budget for submission to the State: General Fund: \$2,799,333; Special Revenue Fund: \$52,253; Total Budget: \$2,851,586; This budget includes a maximum of \$1,000 to be reimbursed for Board of Trustees/employee travel expenses. The Board of Trustees of Ridge and Valley Charter School approves a total revised budget for the 2022-2023 school year for a total of \$2,851,586. Approved unanimously.
- **Resolution 03.17.22.f** To approve applying for the New Jersey Schools Insurance Group Safety Grant for the 2022-2023 school year in the amount of \$2,000.00. Approved unanimously.

**Committee Reports:**

**Communication:** Dave McNulty discussed the marketing campaign.

**Diversity, Equity, and Inclusion:** Dave McNulty shared that the committee drafted a letter that was sent to the trustees and Leadership Team and they will schedule a follow up meeting.

**Facilities:** Robin Balles shared that the Galaxy West HVAC unit was replaced and was under warranty. The Sustainable Jersey for Schools Program extended membership through 2023.

**Finance:** Kerry Barnett shared that the committee finalized next school year's budget.

**Landcare:** Robin Balles shared that the committee is starting seeds and planning a plant sale in the spring. She is getting ready for Community Service Day and hoping for a good turnout. The committee continues to work on the balance between allurements and play and the impact on the land while mutually enhancing all relationships.

**Parent:** Jessi Sohl shared that meals were prepared for guides during Student-Led Conferences. The Leadership Team thanked the committee stating they felt loved and cared for.

**Policy:**

1st Reading of Policies/Regulations:

- 5141.10-Face Coverings Policy
- 5141.10- Face Coverings Regulation

**Other Business:**

1. Summer programs have been advertised and enrollment forms are being received.
2. The charter renewal will be discussed at the trustee retreat.

Executive Session to discuss personnel: 7:04pm

Return to Public Session: 7:34pm

- **Resolution 03.17.22.g** To approve increasing Toni Marek-Mazzariello's salary by \$2,000 for the 2021-2022 school year, pro-rated to January 1, 2022 (new salary of \$63,800) due to receipt of her School Nurse Certification. Approved unanimously.

Meeting adjourned at 7:42pm

Theresa Radline, Board Secretary