

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 April 28, 2022 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:08pm 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)		
Kerry Barnett		X
Julie Budzinski-Flores		X
Jenn Gurdak-arrived 6:30pm	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: Jessi Sohl Guardian: Dave McNulty Recorder: Theresa Radline

Public Participants: None

**Trustee Circle Opening:** convened 6:08pm

**Public Participation:** None

**Correspondence:** None

**Leadership Team Updates:**

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

1. Current enrollment is at 120 students.
2. The third round of clubs ended today and were very well attended.
3. Overnights, expeditions, and field trips are in full swing.
4. Assemblies are on hold until after NJSLA testing.
5. The Passage Presentation schedule will be emailed to all trustees.

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

1. Community Service Day was on Saturday, April 9 and was well attended with about 30 people.
2. Spring gardening is continuing across teams.

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

1. She and Guide Theresa met with Rich Rivera to discuss Circle Training for the 2022-2023 school year.
2. Graduation was discussed.

3. "The Inner Life of the Child in Nature" program is wrapping up for the guides that attended. There will be a culminating closure experience in June where they will travel to North Carolina.
4. The Comprehensive Health and Physical Education Standards were discussed.

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

- Approval of March 17, 2022 minutes. Approved unanimously.
- **Resolution 04.28.22a** To approve to pay bills for the dates of March 18, 2022 thru April 27, 2022 in the amount of \$225,573.89 which includes payroll. Approved unanimously.
- **Resolution 04.28.22.b** To approve the Board Secretary and Treasurers' Reports for March 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 04.28.22.c** To approve budget transfers from April 1, 2022 thru April 30, 2022 as attached. Approved unanimously.
- **Resolution 04.28.22.d** To approve the 2022-2023 draft calendar (attached). Approved unanimously.
- **Resolution 04.28.22.f** To approve revising the 2021-2022 calendar to reflect no school on Friday, May 27, 2022 due to a remaining snow day. Approved unanimously.

**Committee Reports:**

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

**Diversity, Equity, and Inclusion:** None.

**Facilities:** Robin Balles shared that she hasn't seen ATV tracks on the property recently. The possibility of enhancing security was discussed. A broken window in Galaxy West should be fixed before the next meeting.

**Finance:** Dave McNulty shared that the committee met on April 14 and all accounts are in good standing.

**Landcare:** Robin Balles shared that Community Service Day was well attended with several guides present. An independent study project from Constellation was discussed.

**Personnel:** Covered earlier.

**Parent:** Cindy Terranova shared that there will be a gear swap soon. It will be advertised in the chat and in the newsletter. There will be a spring gear sale. Guide Appreciation will take place once a date is set. Earth Olympics and graduation were also discussed.

**Policy:**

1st Reading of Policy:

- 5131-Conduct and Discipline

2nd Reading and Adoption of Policies/Regulations:

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

**Other Business:**

1. The charter renewal will be discussed at the trustee retreat on Saturday, April 30.

Executive Session to discuss personnel & HIB: 7:46pm

Return to Public Session: 8:06pm

- **Resolution 04.28.22.e** To approve offering contracts to the following Guides for the 2022-2023 school year as attached. Approved unanimously.

Meeting adjourned at 8:47pm

Theresa Radline, Board Secretary

Ridge and Valley Charter School Budget Adjustments printed on 4/27/2022  
 Report Includes Effective Dates from Apr 01, 2022 to Apr 30, 2022

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-200-230-320-000-000 Purch/Prof/Tech Services	Budget Transfer-Guide on Leave	3,000.00
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-300-219-300-000-000 PURCH PROF/TECH	Budget Transfer-Guide on Leave	10,000.00
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-300-262-340-000-000 OTH PURCH SVS	Budget Transfer-Guide on Leave	3.00
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-300-262-340-002-000 SNOW PLOWING	Budget Transfer-Guide on Leave	2,983.80
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-300-262-800-000-000 MISC EXP	Budget Transfer-Guide on Leave	200.00
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-300-100-101-002-000 Maintenance	Budget Transfer-Guide on Leave	500.00
04/27/2211-200-100-106-000-000	Secretarial/ Clerical Salaries	11-200-230-320-005-000 Audit Fees	Budget Transfer-Guide on Leave	1,070.60
04/27/2211-100-100-101-130-000	Salary Gr 6-8	11-100-100-101-001-000 SAL SUBSTITUTES	Adjust for resignation of guide-Long-Term Sub	20,000.00

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The total of all Budget Adjustments for fund 10 is: **37,757.40**

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# DRAFT 2022-2023 School Year Calendar

## Ridge and Valley Charter School

1234 State Route 94  
Blairstown, NJ 07825  
908-362-1114 (fax) 908-362-6680  
[www.ridgeandvalley.org](http://www.ridgeandvalley.org)

School hours: M, T, Th, F - 8:45-3:00; W - 8:45-1:00

Aug 4	Information Session	7-8 pm
Aug 18	RVCS Trustee Meeting	6 pm
Aug 29-Sep 2	Guide Refresh	
Aug 31	Meet & Greet Gathering	6-8 pm
Sep 7	First Day of School	Close 1 pm
Sep 15	RVCS Trustee Meeting	6 pm
Sep 20	Back to School Night (Galaxy Team Only)	Close 1 pm
Sep 21	Fall Equinox Assembly Celebration/Open House	9 am
Sep 22	Back to School Night (Stardust, Nova, & Constellation)	Close 1 pm
Sep 29	Information Session	7-8 pm
Oct 1	Community Service Day	10 am - 2 pm
Oct 10	Columbus Day	Closed
Oct 20	RVCS Trustee Meeting	6 pm
Nov 10-11	NJ Professional Development Days	Closed
Nov 17	RVCS Trustee Meeting	6 pm
Nov 23	End of Fall Trimester	
Nov 24-27	Thanksgiving Break	Closed
Dec 7	Open House	9 am
Dec 15	RVCS Trustee Meeting	6 pm
Dec 21	Winter Solstice Assembly Celebration	9 am
Dec 24-31	Winter Break	Closed
Jan 1-2	Winter Break	Closed
Jan 11	Open House	9 am
Jan 16	Martin Luther King, Jr. Day	Closed
Jan 19	RVCS Trustee Meeting	6 pm
Feb 16	RVCS Trustee Meeting	6 pm
Feb 17-20	Presidents' Day Break	Closed
March 6,7,9	Student-Led Conferences	Close 1 pm
March 10	End of Winter Trimester	
Mar 16	RVCS Trustee Meeting	6 pm
Mar 22	Spring Equinox Assembly Celebration/Open House	9 am
Apr 1	Community Service Day	10 am - 2 pm
April 6	Information Session	7-8 pm
Apr 7-16	Spring Break	Closed
April 20	RVCS Trustee Meeting	6 pm
May 18	RVCS Trustee Meeting	6 pm
May 29	Memorial Day	Closed
June 7	Celebration of Learning*/End of Spring Trimester	Dismissal 5pm
June 9	Earth Olympics	
June 14	Graduation	Close 1 pm
June 15	Last Day of School	Close 1 pm
June 15	RVCS Trustee Meeting	6 pm
June 19-23	Guide Debrief	

February 2023						
S	M	T	W	Th	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
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23	24	25	26	27	28	29
30						

May 2023						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
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25	26	27	28	29	30	

July 2023						
S	M	T	W	Th	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- Student days: 180 (including required overnights and extended days)
- Emergency Closing Days: 6
- Guide/Trustee Development TBD

Emergency closing notifications via OneCallNow and {rvcs-news}

August 2022						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	Th	F	S
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23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	Th	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### Calendar Key

- School Event
- School Closed
- Early Dismissal (1 pm)
- \* Extended Day (1-5 pm)

The Board of Trustees reserves the right to alter this calendar, if necessary, to meet NJ attendance standards and employee contracts, as per NJSA 18A:36-2.

Ridge and Valley Charter School Board of Trustees

DATE: April 28, 2022

RESOLUTION: 04.28.22.e

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

Resolved by the Board of Trustees, Ridge and Valley Charter School:  
To offer contracts to the following Guides for the 2022-2023 school year:

Ieva Alverson	Special Education Guide	\$73,668
Nancy Christian	Special Education Guide	\$46,135
Kyle Freeman	Special Education Guide	\$39,573
Julia Kelly	Special Education Guide	\$63,868
Kristine Tucker	Special Education Guide	\$77,374
Margaret Vetter	Special Education Guide	\$73,502
Daniel Egan	Classroom Guide	\$46,348
Michael Florio	Classroom Guide	\$56,327
Rebecca Garceau	Classroom Guide	\$48,828
Alyssa Garner	Classroom Guide	\$46,572
Mark Garner	Classroom Guide	\$44,942
Sundae Greame	Classroom Guide	\$54,720
Jessica Krause	Classroom Guide	\$46,135
Sena McClain	Classroom Guide	\$49,533
Tyler Thurgood	Classroom Guide	\$43,783
Bradley White	Classroom Guide	\$50,736
Tonya Wikander	Classroom Guide	\$54,382
Erica Garfinkle	Support Guide	\$31,980
Tess Mullen	Support Guide	\$31,980
Milly Paulson	Support Guide	\$31,980
Toni Mazzariello	School Health Coordinator	\$66,352
Jennifer Ross	12 Month Administrative Support Guide	\$50,637

Meaghan Manole	12 Month Child Study Team Coordinator	\$58,916
Theresa Radline	12 Month Business Coordinator/SBA	\$66,024
Robin Balles	12 Month Infrastructure Coordinator	\$67,600
Lisa Masi	12 Month Integration Coordinator	\$90,714
Traci Pannullo	12 Month Curriculum Coordinator	\$90,714

Passed by consensus:

Kerry Barnett	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent
Julie Budzinski-Flores	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" 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
Cindy Terranova	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent

Signed: Theresa Radline  
Board Secretary