

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 May 19, 2022 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm 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		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: Robin Balles Recorder: Theresa Radline

Public Participants: None

Trustee Circle Opening: convened 6:05pm

Public Participation: None

Correspondence: An email was received from a guide regarding use of the facility.

Leadership Team Updates:

Integration Coordinator Report: None

Infrastructure Coordinator Report: Robin Balles reported:

1. The broken window and HVAC system in Galaxy West have been repaired.
2. Quotes are being received for several facilities projects for the summer.
3. The Nova garden is progressing well.
4. Three students and one teacher from Blair Academy will be volunteering to earn community service hours.
5. We have a temporary NJ State Trooper Liaison, Grace Orbine.

Curriculum Coordinator Report: Traci Pannullo reported:

1. There is an increase in COVID numbers in the community. Those needing to quarantine and/or follow CDC guidance have been cooperative.
2. NJ Public Charter School Association (NJPCSA) will be hosting a renewal webinar on Thursday, June 2. All are encouraged to attend.

3. At NJPCSA's May meeting, information regarding possible legislative changes for charter schools was shared. They will keep us posted.
4. NJSLA testing is complete and all students participated.
5. A State Testing Coordinator Stipend Role was discussed.
6. The results of Junior Solar Sprints were shared.

Business Coordinator Report: Theresa Radline reported:

- Approval of April 28, 2022 minutes. Approved unanimously.
- **Resolution 05.19.22a** To approve to pay bills for the dates of April 28, 2022 thru May 18, 2022 in the amount of \$180,563.60 which includes payroll. Approved unanimously.
- **Resolution 05.19.22.b** To approve the Board Secretary and Treasurers' Reports for April 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 05.19.22.c** To approve budget transfers from May 1, 2022 thru May 31, 2022 as attached. Approved unanimously.
- **Resolution 05.19.22.d** To approve the following service providers for 2022-2023 school year and purchase orders up to the amounts listed: Balbi Enterprises for garbage and recycling services: \$6,328.00/year; Barnett Lawn Care for mowing: \$6,890.00/year; Barre & Co. for auditing services: \$19,910.00/year; CDK for GAAP approved financial software and support: \$4,836/year; Cooper Alarm Systems for remote station monitoring for fire alarm system: \$722.00/year; Cullari Carrico for 1099 services: \$900.00/year; Garden State Laboratories for water testing: \$4,000.00/year; Jacob Deeney for Maintenance: \$3,200.00/year; Kansas State Bank for a total of \$1,638.60 to be paid at a rate of \$136.55 per month; McGowan LLC as Water System Operator: \$2,405.00/year; New Jersey Charter School Association membership: \$2,295.00; New Jersey School Boards Association membership: \$5,655.00/year; Ozorix for database management support: \$7,700.00/year; Portasoft of NJ For maintenance of the UV Light Water System: \$4,000.00/year; R&L Data for payroll services: \$5,610.00/year; Stocker Bus Company for field trip buses: \$9,000.00/year; Thomas Johnston as Special Education Attorney: \$11,000.00/year; Victoria's Pest Control: \$1,000.00/year; Weiner Law Group (Mark Tabakin & Margaret Miller) as School Board Attorneys: \$4,488.00/year. Approved unanimously.
- **Resolution 05.19.22.e** To approve QBE Student Accident Insurance for the 2022-2023 school year at a rate of \$687.00 (no increase). Approved unanimously.
- **Resolution 05.19.22.f** To approve contracting with Karin Desmet M.S. OTR/L (KMD Therapy, LLC) for Occupational Therapy Services for the 2022-2023 school year at a rate of \$70/hr for a minimum of five hours per day for 75 days, based on the current school calendar. Approved unanimously.
- **Resolution 05.19.22.g** To approve contracting with Linda Maffei, Pediatric Speech Therapy for Speech Therapy Services for the 2022-2023 school year at a rate of \$75/hr for a minimum of seven hours per day for 75 days, based on the current school calendar. Approved unanimously.
- **Resolution 05.19.22.h** To approve contracting with Pauline Albrecht, Ed.S. for the 2022-2023 school year for the following services, as needed: 1. Psychological evaluations at \$425 per evaluation; 2. Functional Behavior Assessments for up to 5 hours/consultation at \$75/hr.; 3. Participation in evaluation planning meetings at \$75 per meeting. Approved unanimously.
- **Resolution 05.19.22.i** To approve contracting with Dr. Brian Brett for School Physician services from July 1, 2022 through June 30, 2023 at a rate of \$1,000.00; payable in two installments of \$500 each in July and January. Approved unanimously.
- **Resolution 05.19.22.j** To approve contracting with Barbara Fernandez to provide individual and/or small group instruction in a specialized reading program for the 2022-2023 school year at a rate of \$65/hour as per contracted hours. Approved unanimously.
- **Resolution 05.19.22.k** To approve Robert Hart as Treasurer of School Monies for the 2022-2023 school year at a monthly rate of \$225.00, total of \$2,700.00. Approved unanimously.
- **Resolution 05.19.22.l** To approve contracting with Angela (Vinchur) Matus for the 2022-2023 school year for the following services, as needed: 1. Social Assessments at \$300 per evaluation; 2. Participation in evaluation planning meetings at \$50 per meeting. Approved unanimously.

- **Resolution 05.19.22.m** To approve Lee Monday, Ph.D. to provide psychiatric evaluations for the 2022-2023 school year at a rate of \$250.00 per evaluation. Approved unanimously.
- **Resolution 05.19.22.n** To approve contracting with Sussex County Education Services Commission to provide special education related services for the 2022-2023 school year as per the attached service agreement. Approved unanimously.
- **Resolution 05.19.22.o** To approve contracting with J and B Therapy, LLC to provide special education related services for the 2022-2023 school year. Services may include: 1. Evaluations-\$405.00/evaluation; 2. Other related services as described in the attached contract not to exceed \$90.00/hour. Approved unanimously.
- **Resolution 05.19.22.p** To approve contracting with Bayada Health Home Care, Inc. for substitute nursing services for the 2022-2023 school year at a cost of \$63.00/hour for RN Services and \$53.00/hour for LPN services. Approved unanimously.
- **Resolution 05.19.22.q** To approve contracting with Total Administrative Services Corporation (TASC) for third party administration of Health Reimbursement Account (HRA) for the 2022-2023 school year for up to \$1,575.00 for single or family coverage per employee who is covered by RVCS medical benefits. Approved unanimously.
- **Resolution 05.19.22.r** To approve contracting with Educator's EAP in order to provide an Employee Assistance Program beginning June 1, 2022 at a total cost of \$2,500/year. Approved unanimously.
- **Resolution 05.19.22.s** The Ridge and Valley CS (807727) hereby resolves through a Board Resolution on 05/19/2022 to refuse funding for the American Rescue Plan Act of 2021-ESSER funds of \$223,631.00. Approved unanimously.
- **Resolution 05.19.22.u** To approve accepting contracts with the following Guides for the 2022-2023 school year as attached. Approved unanimously

Theresa Radline reported:

1. The board attorney was discussed.
2. The HVAC bid package process was discussed.
3. An update on the budget was given.

Committee Reports:

Communication: Dave McNulty & Robin Balles discussed the marketing campaign. Jessi Sohl shared that the Information Session was well attended.

Diversity, Equity, and Inclusion: Julie Budzinski-Flores shared that they met with the Leadership Team and will circle back up together.

Facilities: covered earlier

Finance: covered earlier

Landcare: Robin Balles shared that a Plant Sale will take place the first week in June. She is grateful to a former parent for providing plants, soil, and some pots of her own.

Parent: Julie Budzinski-Flores shared that the graduation banner is being worked on. She shared that the committee is going to create a sign-up genius for Earth Olympics for parents to donate watermelon. The gear sale is open until the end of next week. The gear swap was a success.

Personnel: Kerry Barnett shared that there was an inquiry from a guide regarding salary.

Policy:

2nd Reading and Adoption of Policy:

- 5131-Conduct and Discipline

Other Business:

1. The board attorney was discussed earlier.
2. The charter renewal webinar will take place on June 2.
3. Kerry Barnett offered a recap of the Trustee/Leadership Retreat.

Executive Session to discuss personnel: 7:30pm

Return to Public Session: 7:32pm

- **Resolution 05.19.22.t** To approve offering Stipend Position Contracts to the following guides for the 2022-2023 school year:

Daniel Egan	Expeditions Facilitator	\$1,560
Nancy Christian	I&RS Team Member	\$603
Erica Garfinkle	I&RS Team Member	\$520
Julia Kelly	I&RS Team Member	\$551
Milly Paulson	Substitute Coordinator	\$2,080
Tyler Thurgood	Yearbook Advisor	\$497

Approved unanimously.

Meeting adjourned at 7:34pm

Theresa Radline, Board Secretary

Ridge and Valley Charter School Budget Transfers printed on 5/17/2022

Report Includes Effective Dates from May 01, 2022 to May 31, 2022

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
05/12/22	20-484-200-200-000-000 CRRSA - LA Benefits	20-484-100-100-000-000 CRRSA-Learn. Acc. Instr. Sal.	Added benefits to salaries by mistake in grant. Ammended grant application	833.00
The total of all transfers within fund 20 is:				833.00

Ridge and Valley Charter School Board of Trustees

DATE: May 19, 2022

RESOLUTION: 05.19.22.u

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

Resolved by the Board of Trustees, Ridge and Valley Charter School:
To accept contracts with 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
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 checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Julie Budzinski-Flores	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent
Jenn Gurdak	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" 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 checked="" type="checkbox"/> absent
Cindy Terranova	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent

Signed: Theresa Radline
Board Secretary