

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 July 21, 2022 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:02pm by Jenn Gurdak, 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: Jenn Gurdak Guardian: Kerry Barnett Recorder: Theresa Radline

Public Participants: Kate Ravielli

Trustee Circle Opening: convened 6:02pm

Public Participation: Kate Ravielli shared that she was grateful to be present and back in person.

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: None

Infrastructure Coordinator Report: Traci Pannullo shared on behalf of Robin Balles:

1. Various guides are working summer hours to help maintain the facilities and land and to prepare for next school year. Robin is grateful for their hard work.
2. Statements of Assurance were submitted for 2021-2022 Safety Drills and Lead Testing in the drinking water. Results on lead testing were good and have been posted on the school website.
3. HVAC replacement is in the works.
4. Windows are being replaced by NJ Siding and Windows. Hoping to complete in mid-August.
5. Several classrooms are being painted and the floor cleanings have begun.
6. The gardens and greenhouse are extremely productive, and are looking great.
7. 164 bulbs of garlic were harvested from the Constellation garden beds and another 137 bulbs from the field. Drip irrigation in the upper garden has been repaired. The octagon has been grass seeded and materials for the new garden/orchard fence have been ordered.

Curriculum Coordinator Report: Traci Pannullo reported:

1. Meet & Greet was discussed.
2. Guide/Trustee Development was discussed.
3. The charter renewal was discussed.
4. She will be having a zoom call with someone from Maryland that plans to open a school with a similar mission to RVCS.
5. Summer Camps were discussed.

Business Coordinator Report: Theresa Radline reported:

- Approval of June 16, 2022 minutes. Approved unanimously.
- **Resolution 07.21.22a** To approve to pay bills for the dates of June 17, 2022 thru June 30, 2022 in the amount of \$137,796.12 which includes payroll and to approve to pay bills for the dates of July 1, 2022 through July 20, 2022 in the amount of \$47,365.21 which includes payroll. Approved unanimously.
- **Resolution 07.21.22.c** To approve end of the year budget transfers as attached. Approved unanimously.
- **Resolution 07.21.22.d** To approve submission of the annual report. Approved unanimously.
- **Resolution 07.21.22.e** To approve contracting with the NJ Commission for the Blind and Visually Impaired to provide Level I services at a rate of \$2,200.00 for the 2022-2023 school year. Approved unanimously.
- **Resolution 07.21.22.f** To accept the 2022-2023 Rural Education Achievement Program (REAP) grant award in the amount of \$31,841.00. Approved unanimously.
- **Resolution 07.21.22.g** The Ridge and Valley CS (807727) hereby resolves through a Board Resolution on 07/21/2022 not to apply for the IDEA Consolidated Preschool funds of \$767.00 allocated under the Individuals with Disabilities Education Act, Part B (IDEA-B) Fiscal Year 2023. Approved unanimously.
- **Resolution 07.21.22.h** The Ridge and Valley CS (807727) hereby resolves through a Board Resolution on 07/21/2022 not to apply for the Title IIA funds of \$1,198.00 allocated under the ESEA Consolidated Grant for Fiscal Year 2023. Approved unanimously.
- **Resolution 07.21.22.i** To approve contracting with CBIZ Valuation Group, LLC to provide an updated fixed asset inventory for the 2022-2023 school year. Approved unanimously.
 - She worked to close out the school year and all went really well.
 - The audit is coming up on August 22.
 - A letter was received from a title company regarding funds that were for RVCS from 2018. She responded and expects to receive a refund check soon.

Committee Reports:

Communication: Dave McNulty discussed the marketing campaign.

Diversity, Equity, and Inclusion: None

Facilities: Covered earlier

Finance: Covered earlier

Landcare: Covered earlier

Parent: Cindy Terranova discussed Meet & Greet as well as the Facebook group page.

Personnel: None.

Policy:

2nd Reading & Adoption of Policy:

- 4110/4210-Streamline Tenure Acquisition & Dismissal

Other Business:

1. The Trustee Survey results were shared.
2. The Parent Survey results were shared. 60% of families participated.
3. The Information Night went well with one family in attendance.
4. The Charter Renewal was discussed.

Executive Session: 7:27pm

Return to Public Session: 7:35pm

- **Resolution 07.21.22.j** To approve offering and accepting a contract with Sarah Crosby as a Classroom Guide for the 2022-2023 school year in the amount of \$37,500.00 for 10 months. Approved unanimously.
- **Resolution 07.21.22.k** To approve offering and accepting a contract with Mackenzie Cyr as a Support Guide for the 2022-2023 school year in the amount of \$27,500.00 for 10 months. Approved unanimously.

Meeting adjourned at 7:37pm

Theresa Radline, Board Secretary