

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 October 20, 2022 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:03pm by Julie Budzinski-Flores, 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
Kasey Errico	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: Julie Budzinski-Flores Guardian: Kasey Errico Recorder: Theresa Radline

Public Participants: None

Trustee Circle Opening: convened 6:03pm

Public Participation: None

Correspondence: An email was received from Guide Sundae Greame asking for guides to receive COVID-related leave days.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

- Class group names were shared. The names include:
 - Stardust Insects: Northern Walkingstick
 - Stardust Reptile & Amphibians: Common Garter Snake
 - Nova Birds: Barn Owl
 - Nova Plants: Poison Ivy
 - Constellation Trees: Black Ash
 - Constellation Mammals: Grey Fox
 - Galaxy Fish: Shortnose Sturgeon
 - Galaxy Rocks & Minerals: Sunstone
 - Galaxy Fungi: Clavicornia Pyxidatus
- Enrollment for this school year is at 130 students. 39 applications have been received for next school year so far.

3. Fall clubs are in full swing with 58 students attending on Mondays and 74 attending on Tuesdays.
4. Two team fall overnights have been completed. The Galaxy West Team experienced a rainy backpacking/base camping overnight at Mohican Outdoor Center. The Constellation Team camped at RVCS and explored Walpack as a curriculum tie-in during the day.
5. The HIB grade was discussed and will be shared next month after it is finalized.

Infrastructure Coordinator Report: Robin Balles shared:

1. Critical Response Group (CRG) mapping was discussed.
2. Community Service Day ran differently than in years past. Families were invited to help with land/garden work on three different days. We had several families attend and help out. A lot of work was accomplished!

Curriculum Coordinator Report: Traci Pannullo reported:

1. Parent interviews for the Charter Renewal were discussed along with other logistical items for the site visit.
2. An increase in the I&RS stipend was discussed and will be voted on.

Business Coordinator Report: Theresa Radline reported:

- Approval of September 15, 2022 minutes. Approved unanimously.
- **Resolution 10.20.22a** To pay bills for the dates of September 16 thru October 19, 2022 in the amount of \$322,928.68 which includes payroll. Approved unanimously.
- **Resolution 10.20.22.b** To approve the Board Secretary and Treasurers' Report for September 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 10.20.22.c** To approve budget transfers for the month of October as attached. Approved unanimously.
- **Resolution 10.20.22.d** To approve the following Substitute Guides for the 2022-2023 school year: Casey Bivaletz, Patricia Hawkins, and Dena Phoenix. Christine Rodeslier as a Substitute Nurse. Approved unanimously.
- **Resolution 10.20.22.e** To accept the Nursing Service Plan for the 2022-2023 school year. Approved unanimously.
- **Resolution 10.20.22.f** To amend Barbara Fernandez's specialized reading instruction contract to reflect small group instruction at a rate of \$65/hr for the first student and \$32.50/hr for each subsequent student.. Approved unanimously.
- **Resolution 10.20.22.g** To increase the I&RS stipend to \$1,000/year to be paid over 20 paychecks for the 2022-2023 school year. All current I&RS guides will receive retroactive pay to September 1. Approved unanimously.

Theresa Radline shared an update on the After School Academic Support Program.

Committee Reports:

Communication: None.

Diversity, Equity, and Inclusion: To be discussed in December.

Facilities: Robin Balles shared that the HVAC in the Universe Building has been replaced. The Constellation building will take place soon. She is very impressed with the efficiency and cleanliness of their work. Tents have been moved to an off-site storage unit. The committee is excitedly welcoming a new guide member, Tyler Thurgood. The garden and orchard fence replacement is postponed to November 10-12.

Finance: Kerry Barnett shared that the committee is getting all necessary documents ready for the renewal.

Parent: Cindy Terranova shared that the committee emailed the Leadership Team regarding a fundraiser.

Hiring: Interviews for support guide roles are taking place. No recommendations at this time.

Other Business:

1. A recap of the Guide/Trustee Development with Rich Rivera was shared.
2. Proposed annual RVCS branded scholarship and the Plan for Annual Appeal were moved to next month.
3. A Community Gathering summary was shared.
4. Young Men's Philanthropic League to be discussed next month.

Executive Session to discuss legal matters: 9:05pm

Return to Public Session: 9:39pm

Meeting adjourned at 9:43pm

Theresa Radline, Board Secretary