

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 16, 2023 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:04pm 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		
Kerry Barnett		X
Julie Budzinski-Flores	X	
Kasey Errico	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: Julie Budzinski-Flores Guardian: Cindy Terranova Recorder: Theresa Radline

Public Participants: Julie Ball, Ed Ball

Trustee Circle Opening: convened 6:04pm

Public Participation: Julie Ball shared that parents are missing connecting with others due to less opportunities to do so at the school.

Correspondence: None.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment is at 129 students. Enrollment for the 2023-2024 school year is at 133 students.
2. There will be an Open House on Wednesday, March 22. Kerry Barnett and Jessi Sohl will be in attendance.
3. Spring overnights/extended days as well as various field trips are being planned.
4. The professional development in March focused on garden planning for the spring and fall.
5. Discussion was held regarding the 2023-2024 draft calendar.
6. A fundraiser proposal was received from the Parent Committee. Theresa Radline will reach out to the committee to discuss further.
7. A middle school dance fundraiser proposal was received. They propose a bake sale in April. The proposal is approved with follow up questions from the Leadership Team.

Infrastructure Coordinator Report: Reported by Traci Pannullo for Robin Balles:

1. A climate awareness grant application will be submitted. After guide circle discussion, the decision was made to apply to update the compost system as well as provide professional development for guides.
2. A quote will be coming for the replacement awning cover that tore in the wind.

Curriculum Coordinator Report: Traci Pannullo reported:

1. An invitation for guides to attend a summer curriculum retreat was sent out. Several responses have been received.
2. Discussion was held regarding the guide appreciation luncheon.
3. The Graduation Banner was discussed. Cindy Terranova offered to complete the banners digitally.

Business Coordinator Report: Theresa Radline reported:

- Approval of February 16, 2023 minutes. Approved unanimously.
- **Resolution 03.16.23a** To pay bills for the dates of February 16, 2023 through March 15, 2023 in the amount of \$270,399.93 which includes payroll. Approved unanimously.
- **Resolution 03.16.23.b** To approve the Board Secretary and Treasurers' Report for February 2023 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 03.16.23.c** To approve budget transfers for the month of March as attached. Approved unanimously.
- **Resolution 03.16.23.d** To approve the request for a waiver of the requirements to maximize SEMI participation based on 40 or fewer Medicaid eligible classified students. Approved unanimously.
- **Resolution 03.16.23.e** To approve applying for the New Jersey Schools Insurance Group Safety Grant for the 2023-2024 school year in the amount of \$2,000.00. Approved unanimously.
- **Resolution 03.16.23.f** To approve the 2023-2024 RVCS budget for submission to the State: General Fund: \$3,000,899; Special Revenue Fund: \$54,773; Total Budget: \$3,055,672; 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 budget for the 2023-2024 school year for a total of \$3,055,672. Approved unanimously.
- **Resolution 03.16.23.g** To approve the 2021-2022 audit and CAFR report to acknowledge that there were no findings and therefore no corrective action plan is needed. Approved unanimously.

Committee Reports:

Facilities: None

Finance: Theresa Radline shared that the committee met on February 9 and 22 and finalized the 2023-2024 budget, a proposal from Compensation Committee, contracts, and facilities projects for next year.

Parent: Jessi Sohl shared that there were 4 people at their latest meeting. Discussion was held regarding fundraisers, classroom wishlist, gear sale, clothing drive, gear swap, Student-Led Conference food, guide appreciation luncheon and middle school dance assistance. The next meeting will take place on April 5th after assembly.

Other Business:

- All other business was covered earlier or will be discussed at the retreat on March 19.

Executive Session to discuss personnel: 8:43pm

Return to Public Session: 8:58pm

- **Resolution 03.16.23.h** To approve a one-time salary increase in the amount of \$5,000 for Toni Marek-Mazzariello based on her achieving her Master of Education degree in January 2023. Annual, pro-rated salary adjusted to \$71,352.00. Approved unanimously.

Meeting adjourned at 9:03pm

Theresa Radline, Board Secretary