

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 June 15, 2023 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:06pm by Kerry Barnett , 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: Kerry Barnett Guardian: Lisa Masi Recorder: Theresa Radline

Public Participants: None

**Trustee Circle Opening:** convened 6:06pm

**Public Participation:** None

**Correspondence:** None

**Leadership Team Updates:**

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

1. Community Service Day was changed to October 14,2023.
2. Final enrollment for the 22-23 school year was 128 students. There are 134 students enrolled for the 23-24 school year.
3. Members of the Diversity, Equity, and Inclusion Committee were invited to participate in a Zinn Education Project (ZEP) study group, coordinated by Rethinking Schools and Teaching for Change, titled, “Teaching for Black Lives”.
4. The Expedition Facilitator Report was shared.
5. The Yearbook Advisor Report was shared.

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

1. The plant sale was a great success. She thanked Julie Budzinski-Flores and Jessi Sohl for their help.
2. The gardens are flourishing as teams have been planning and fully planting. The Service Learning center

during Earth Olympics was extremely helpful.

3. She is getting ready to schedule summer maintenance and land care work.
4. All items for the School Climate Change Grant were purchased. She is excited to put the new compost into place, use native grass seed to replenish areas of need, repair the drip irrigation, and fix garden beds.

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

1. She thanked the trustees for the opportunity to attend the PBL Coaching workshop. They offered high quality resources for the school. Guides have been offered the “Onward: Cultivating Emotional Resilience in Educators” book and workbook to work through during the school year.
2. End of Year activities all went well.

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

- Approval of May 18, 2023 minutes. Approved unanimously.
- **Resolution 06.15.23a** To pay bills for the dates of May 18, 2023 through June 15, 2023 in the amount of \$250,230.17 which includes payroll. Approved unanimously.
- **Resolution 06.15.23.b** To approve the Board Secretary and Treasurers’ Reports for June 2022-April 2023 (audit corrections) as well as May 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 06.15.23.c** To approve budget transfers for the month of June as attached. Approved unanimously.
- **Resolution 06.15.23.d** To approve accepting stipend position contracts with the following guides for the 2023-2024 school year: Daniel Egan, Expeditions Facilitator, \$1,607; Milly Paulson, Substitute Coordinator, \$2,142; and Tyler Thurgood, Yearbook Advisor, \$512. Approved unanimously.
- **Resolution 06.15.23.e** To approve Traci Pannullo as the Ridge and Valley Charter School Affirmative Action Officer and Title IX Coordinator for the 2023-2024 school year. Approved unanimously.
- **Resolution 06.15.23.f** To approve Theresa Radline as the Public Agency Compliance Officer (P.A.C.O.) for the 2023-2024 school year. Approved unanimously.
- **Resolution 06.15.23.g** To approve Lisa Masi as the Ridge and Valley Charter School Anti-Bullying Coordinator for the 2023-2024 school year. Approved unanimously.
- **Resolution 06.15.23.h** To approve Meaghan Manole as the Ridge and Valley Charter School Anti-Bullying Specialist for the 2023-2024 school year. Approved unanimously.
- **Resolution 06.15.23.j** To approve Meaghan Manole as the Section 504 Officer for the 2023-2024 school year. Approved unanimously.
- **Resolution 06.15.23.k** To approve 10-month guides to complete summer maintenance, lawn care, and facilities work, as needed, for \$25/hr. Approved unanimously.
- **Resolution 06.15.23.l** To approve classroom guides to prepare for and attend IEP meetings over the summer, as needed, for \$25/hr. Approved unanimously.
- **Resolution 06.15.23.m** To approve Toni Marek-Mazzariello to work up to 5 days over the summer at \$125/day for intervention program design. Approved unanimously.
- **Resolution 06.15.23.n** To approve 17 classroom guides to complete summer curriculum work for up to 5 days each at \$125 per day. Approved unanimously.
- **Resolution 06.15.23.o** To approve the 2023-2024 School Climate & Culture Team members of Kris Tucker, Lisa Masi, Meaghan Manole, Melanie Quintanilla and RaJahn Owens. Approved unanimously.
- **Resolution 06.15.23.p** To approve the 2023-2024 Resolution Advisory Committee as follows: Parents, Marly Bewighouse, Kyra Dosch-Klemer and Diana Gumpel; Staff, Bradley White and Tyler Thurgood; Trustee, Julie Budzinski-Flores. Approved unanimously.
- **Resolution 06.15.23.q** To approve the updated 2023-2024 calendar to reflect Community Service Day on October 14, 2023. Approved unanimously.

**Other Business:**

For his continuing dedication to the Great Work and to Ridge and Valley Charter School, its mission, children, and extended community. Without his tireless efforts the school would not be where it is today. For always bringing a smile and a steady spirit, the 2023 Wildflower Award was proudly presented to Dave McNulty.

**Committee Reports:**

**Communication:** None.

**Facilities:** Guide Robin Balles shared that the leak in the Nova building was fixed and the mold was remediated. The building skirting project is being put on hold; however, she is still pursuing adding heat tape to the pipes under the buildings. The dumpster enclosure gates were repaired. The basketball hoop was removed as it caused safety concerns. A new hoop will be installed this summer. Summer facilities work planning has begun.

**Finance:** The committee will meet next week.

**Parent:** Jessi Sohl shared that the gaga ball pit fundraiser will be held at a later date. There will be food for Guide Appreciation Day; however, more support is needed for setup and cleanup. Discussion was held regarding dates and times for future parent meetings in person and at school.

**Other Business:**

- The Reorganization document was discussed and approved unanimously.
- End of year events were recapped.

Executive Session to discuss personnel & HIB: 7:09pm

Return to Public Session: 7:25pm

- **Resolution 06.15.23.r** To approve offering a State Testing Coordinator stipend position to Alyssa Garner at a rate of \$2,000.00 for the 2023-2024 school year. Approved unanimously.

Meeting adjourned at 7:49pm

Theresa Radline, Board Secretary