

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 20, 2023 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:03pm by Dave McNulty, 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: Dave McNulty Guardian: Kerry Barnett Recorder: Theresa Radline

Public Participants: None

Trustee Circle Opening: convened 6:03pm

Public Participation: None

Correspondence: A letter was received from a guide requesting family leave.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Enrollment for the 2023-2024 school year is 132 students.
2. The Seasonal Moon Howl will take place on September 28 at 6:00pm. The Information Session will take place the same day at 7:00pm.
3. RVCS was accepted into a “Teaching for Black Lives” study group with the Zinn Education Project.

Infrastructure Coordinator Report: Robin Balles reported:

1. The Trees for Schools Grant was discussed. Thank you to Guide Mark Garner for submitting the grant application.
2. Summer work is continuing. Every garden bed is fully planted and there is now drip irrigation in every bed. Robin shared how grateful she is for those who supported while she was away on vacation.
3. The HVAC units have been replaced in the Stardust and Quasar buildings. There is an issue with one of the installed units and will need to be replaced.

4. Cooper Alarm Systems fixed a fire alarm issues in two buildings.
5. The nurse's office has been completed.
6. There will be new janitorial staff, but we will remain with the same company.

Curriculum Coordinator Report: Traci Pannullo reported:

1. The Virtual or Remote Instruction Plan was discussed.
2. A Whole Student Report survey went out to families.
3. Curriculum retreats have gone really well. She has met with 15 of the 17 guides that signed up. Sessions have been very thoughtful. Guides have made space for what could be.
4. There was discussion about changes made to the I&RS process.
5. Guide/Trustee development dates need to be scheduled.
6. RVCS received a visit from Ayana Verdi of the Verdi Ecoschool in Melbourne, Florida to tour the grounds and discuss mission based curricular ideas.

Business Coordinator Report: Theresa Radline reported:

- Approval of June 15, 2023 minutes. Approved unanimously.
- **Resolution 07.20.23a** To pay bills for the dates of June 16, 2023 through June 30, 2023 in the amount of \$151,650.07 which includes payroll. To pay bills for the dates of July 1, 2023 through July 20, 2023 in the amount of \$113,212.92 which includes payroll. Approved by 1 abstention and 5 ayes.
- **Resolution 07.20.23.b** To approve the Board Secretary and Treasurers' Reports for June 2023 (un-audited) 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 07.20.23.c** To approve end of year budget transfers as attached. Approved unanimously.
- **Resolution 07.20.23.d** To approve submission of the 2022-2023 Annual Report. Approved unanimously.
- **Resolution 07.20.23.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 2023-2024 school year. Approved unanimously.
- **Resolution 07.20.23.f** To accept the 2023-2024 Rural Education Achievement Program (REAP) grant award in the amount of \$31,755.00. Approved unanimously.
- **Resolution 07.20.23.g** The Ridge and Valley CS (807727) hereby resolves through a Board Resolution on 07/20/2023 not to apply for the IDEA Consolidated Preschool fund of \$811.00 under the Individuals with Disabilities Education Act, Part B (IDEA-B) Fiscal Year 2024. Approved unanimously.
- **Resolution 07.20.23.h** To approve Robin Balles as the School Safety Specialist for the 2023-2024 school year. Approved unanimously.
- **Resolution 07.20.23.i** To approve the 2023-2024 Virtual or Remote Instruction Plan. Approved unanimously.
- **Resolution 07.20.23j** Resolution of Support from Ridge and Valley Charter School Authorizing the Trees for Schools Grant Application WHEREAS, planting trees on school grounds will bring many benefits to our students, staff, and the wider community, including providing cooling shade, habitat, beauty, air and water filtration, storm water runoff reduction, energy savings, climate change mitigation, and educational opportunities; WHEREAS, the Ridge and Valley Charter School Board of Trustees seeks to support and work with the Leadership Team, guides, students, and community partners to create a safe and healthy environment for students now and into the future by planting and maintaining trees at appropriate locations; THEREFORE, the Ridge and Valley Charter School Board of Trustees has determined that Ridge and Valley Charter School should apply for a grant from the *Trees for Schools: Tree-planting Grants for New Jersey Public Schools, Colleges, and Universities Program*. The Grant will be used for a tree planting initiative at school on school grounds. THEREFORE, BE IT RESOLVED, that the Ridge and Valley Charter School authorizes the submission of the aforementioned grant THEREFORE, BE IT FURTHER RESOLVED, that if the Ridge and Valley Charter School is awarded this grant, the school commits to protecting and maintaining the trees planted with grant funds. Approved unanimously.
- **Resolution 07.20.23.k** To approve contracting with Allison Peck, P.T. for physical therapy services at a rate of \$88.00 per hour for the 2023-2024 school year. Approved unanimously.
- **Resolution 07.20.23.l** To approve contracting with Kira Macedo for speech therapy services at a rate of \$75.00 per hour, 12 hours per week (Tuesdays & Thursdays) for the 2023-2024 school year. Approved unanimously.
- **Resolution 07.20.23.m** To approve contracting with Barbara Fernandez to provide Extended School Year instruction for two students, 1 hour per session, 2 times per week for up to 8 sessions at a rate of \$65.00 per hour,

not to exceed \$2,080. Approved unanimously.

- **Resolution 07.20.23.n** To approve renewal with New Jersey Schools Insurance Group as attached. Approved unanimously.
- **Resolution 07.20.23.o** To accept the following employee leave donation days: 1. Employee #'s 168, 171, 272, 281 & 291 donating 1 leave day each to employee #127. 2. Employee #50 donating 1 leave day to employee #304. Approved unanimously.
- **Resolution 07.20.23.p** To approve contracting with Barko Building Company to build out the nurse's office at a cost not to exceed \$12,387.00. Approved unanimously.
- **Resolution 07.20.23.q** To approve accepting a State Testing Coordinator Stipend position contract with Alyssa Garner at a rate of \$2,000.00 for the 2023-2024 school year. Approved unanimously.
- **Resolution 07.20.23.r** To approve family leave for Meaghan Manole with an anticipated start date of December 22, 2023 and an anticipated return date of July 1, 2024. Approved unanimously.
- **Resolution 07.20.23.t** To approve a lease term of 60 months with Pitney Bowes for a SendPro C425 Series postage meter for \$93.16/month, billed quarterly at \$279.48. Approved unanimously.
- **Resolution 07.20.23.u** To approve contracting with TM Brennan to furnish and install one 9k mini split in the nurse's office at a cost not to exceed \$6,900.00. Approved unanimously.

Theresa Radline reported:

1. She will be working as a consultant with the Pressler Richardson Charter School Services.
2. She shared an email from the NYC Green School Conference.
3. She gave an update on the Love & Wellness Faire to take place on September 23, 2023.

Committee Reports:

Communication: None.

Facilities: Covered earlier.

Finance: Final tuition numbers for the 22-23 school year have been received. We also received projected tuition numbers for the 23-24 school year.

Parent: None.

Other Business:

- Trustee self-evaluation and annual goals were shared.
- Discussion was held regarding committees.

Executive Session to discuss personnel: 7:19pm

Return to Public Session: 7:59pm

- **Resolution 07.20.23.s** To approve a one-time salary increase in the amount of \$5,000 for Robin Balles due to the evolution of the Infrastructure Coordinator role and responsibilities; including the seasonal and year-round needs of the gardens and buildings. Annual, pro-rated to July 1, salary adjusted to \$74,628.00. Approved unanimously.

Meeting adjourned at 9:06pm

Theresa Radline, Board Secretary