

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 January 18, 2024 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm 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		
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Kasey Errico	X	
Jenn Gurdak	X	
Dave McNulty	X	
Jessi Sohl	X	
Cindy Terranova		X
Julie Wiedemann-Ball	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: Julie Budzinski-Flores Recorder: Theresa Radline

Public Participants: Edward Ball, Jamie Murray, Missy McEvoy

Trustee Circle Opening: convened 6:05pm

Public Participation: Miss McEvoy shared concerns regarding Independent Study.

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment is 132 students.
2. Calendar events were shared:
 - a. Open House 1/24/24
3. A popcorn fundraiser for the Autumn Olive Land Bridge graduation project was shared. Trustees unanimously approved.
4. The 2nd round of clubs finished. The 3rd round of clubs will begin January 23.

Infrastructure Coordinator Report: Robin Balles reported:

1. The repair in the Constellation building is complete. The team moved back into their rooms. She appreciated the flexibility and resilience of the guides and students.

Curriculum Coordinator Report: Traci Pannullo reported:

1. She thanked the Trustees for supporting attendance at the Earth Charter Conference. At this time, she, Guide Maggie Vetter, and trustee Kasey Errico will be attending.
2. The Hope Township Green Fair is on Saturday, April 27 from 10am-2pm. We were invited to attend and host a booth.
3. The Nature Institute will be hosting a Mathematics Alive! conference in March and asked if the trustees would be in support of guides attending this year. Trustees agreed. She will bring more information with a resolution next month.
4. The Verde School in Florida is applying for the Yass Prize and she was hoping one of the trustees would be willing to submit an application on behalf of RVCS. Trustee Jenn Gurdak volunteered.
5. Student-Led Conferences are coming up and she asked Missy McEvoy if the Parent Committee would be willing to provide food for the guides again.

Business Coordinator Report: Theresa Radline reported:

- Approval of December 21, 2023 minutes with corrections. Approved unanimously.
- **Resolution 01.18.24a** To pay bills for the dates of December 20, 2023 through January 17, 2024 in the amount of \$239,016.93 which includes payroll. Approved by 6 ayes and 1 abstention.
- **Resolution 01.18.24.b** To approve the Board Secretary and Treasurers' Reports for December 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 01.18.24.c** To approve budget transfers for the month of January as attached. Approved unanimously.
- **Resolution 01.18.24.d** To approve the revised 2023-2024 budget for submission to the State: General Fund, \$3,023,275; Special Revenue Fund, \$63,963; Total Budget, \$3,087,238. This budget includes a maximum of \$1,000 to be reimbursed for Board of Trustee/employee travel expenses. The Board of Trustees of Ridge and Valley Charter School approves a total revised budget for the 2023-2024 school year for a total of \$3,087,238. Approved unanimously.
- **Resolution 01.18.24.e** To approve two guides and up to two trustees attending the *Earth Charter Conference* from the dates of April 11-14, 2024 at Rollins College in Winter Park, Florida. Total cost not to exceed \$5,000 which includes registration, lodging, travel, and meals. Approved unanimously.
- **Resolution 01.18.24.f** To approve contracting with Aspen Technology Solutions to provide ongoing IT support at a rate of \$60/month retainer and \$120 hourly rate beginning February 1, 2024 thru June 30, 2024. Approved unanimously.
- **Resolution 01.18.24.g** To approve purchasing and migrating an upgraded backup server with Aspen Technology Solutions at a cost of \$5,019. Approved unanimously.

1. She and Lisa Masi gave an update on the National School Lunch Program.

Committee Reports:

Communication: Dave McNulty shared a description for a Public Relations Stipend role. Comments/Questions/Concerns should be shared with him by the end of the weekend.

Facilities: Robin Balles shared that the committee had a meeting last week and they are creating short and long range plans.

Finance: Kerry Barnett shared that the committee continues to meet monthly and the 24-25 budget discussions have begun.

Parent: Missy McEvoy reported that:

1. The gear sale was a great success with over \$600 profit.
2. She asked when parent volunteers are needed for the Gaga Ball pit installation. Guide Robin Balles will get back to her with dates.
3. She asked for an update on the octagon.

4. The committee discussed bringing back Terra Cycle.
5. The committee is hoping to host an evening meeting next month.
6. She shared that Kyra Dosch-Klemer created a website for the committee.
7. She asked how parents can gain a seat at the table for fundraising discussions.
8. She shared that the committee would like to bring back some of the events that aren't being done anymore.
9. Discussion was held regarding the parent committee forming their own 501(c)3 and having their own bank account. Trustee Kerry Barnett volunteered to attend the next committee meeting.

Other Business:

- The Trustee Retreat was discussed. An agreement was made to specify a date at the June Re-Org meeting each year. The trustees will meet for their own development on Friday, February 2.
- There was discussion regarding summer camps and the week being offered.
- Lisa Masi shared a review of the kayak/canoe incident and discussion was held regarding future process
- Guide/Trustee Development will take place March 13 from 2pm-6pm
- Spring 2024 Developments-To be discussed at the Trustee Retreat
- 20th Year Subcommittee-Robin Balles, Traci Pannullo and Theresa Radline will send dates to Trustees Kerry Barnett and Dave McNulty
- Upcoming events:
 - The middle school dance will take place tomorrow night or next Friday, if tomorrow is a snow day
 - The next Moon Howl will take place on March 22 at 6:30pm

Executive Session to discuss personnel: 8:40 pm

Return to Public Session: 8:55 pm

Meeting adjourned: 8:58 pm

Theresa Radline, Board Secretary