

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 November 21, 2019 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:10pm 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		
Steve Andrasek	X	
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Cindy Calvano	X	
Jenn Gurdak		X
Andy Marancik		X
Dave McNulty	X	
Jessi Sohl	X	
Non-voting members:		
Lisa Masi, Integration Guide	X	
Traci Pannullo, Curriculum Coordinator	X	
Theresa Radline, Business Coordinator	X	

Facilitator: Kerry Barnett Guardian: Jessi Sohl Recorder: Theresa Radline
Public Participants: Kyra Dosch-Klemer

Trustee Circle Opening: convened 6:10pm

Public Participation: None

Correspondence: An email was received from the Compensation Committee. A letter was received from a parent regarding the speaker in the Universe Building.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. A fundraiser proposal was submitted by two Cheese Straw students to hold a bake sale December 11 and 12 as well as December 18 & 19 to raise funds for their graduation project. The second set of dates will be moved to December 19 & 20 due to scheduling conflicts with the solstice assembly and Warren Tech shadow day. Approved unanimously with the caveat that the items available be low sugar.
2. A fundraiser proposal was submitted by four other Cheese Straw students to hold a pancake, muffin, and quick bread sale January 15-17 and January 21 & 22 to raise funds for their graduation project. Approved unanimously with the caveat that the items available be low sugar.
3. The trustees suggested that the graduates be encouraged to ask the community for donations for their graduation projects.
4. The 2018-2019 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights was shared. Ridge and Valley scored a 58 out of a possible 78.
5. There were no HIB incidents to report.
6. The Landcare Facilitator Fall Trimester update was shared.

7. The Expedition Facilitator Fall Trimester update was shared.
 8. The Yearbook Coordinator Fall Trimester was shared.
 9. Discussion was held regarding the guide holiday luncheon.
 10. Current enrollment is at 133 students.
 11. A lottery was held for Kindergarten with 6 open spots, with the remaining kindergarten applicants being placed on a waiting list. Lotteries were held for grades 1 and 2 waiting lists.
- **Resolution 11.21.19.h** To accept the Harassment, Intimidation, & Bullying (HIB) report for October 2019. Approved unanimously.

Curriculum Coordinator Report: Traci Pannullo reported:

1. Discussion was held regarding the former Lakeland Bank property adjacent to the school.
2. A guide attended a workshop on Addressing Sensory Development in the School-Age Child at the Sunbridge Institute. The cost was \$380 (including hotel & the conference).
3. There are a few students who are working on an Independent Study project proposing allowing sledding again at RVCS.
4. An email was received from Howard Price at News4 NY requesting contact information for a communications liaison.

Business Coordinator Report: Theresa Radline reported:

- Approval of the October 17, 2019 minutes. Approved unanimously.
- **Resolution 11.21.19.a** To approve to pay bills for the dates of October 18, 2019 thru November 20, 2019 in the amount of \$232,464.68 which includes payroll. Approved unanimously.
- **Resolution 11.21.19.b** To approve the Board Secretary and Treasurers' Reports for October 2019 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 11.21.19.c** To approve Michael Florio to attend the Sunbridge Institute's 2019 Teachers Conference: Addressing Sensory Development in the School-Age Child from November 8-9, 2019 for a total cost of \$380.00 (\$315 for the conference and \$65 for the hotel). Approved unanimously.
- **Resolution 11.21.19.d** To approve the NJ Clean Energy Incentive Direct Install Application submission for lighting upgrades. Total cost to RVCS is \$3,494.36 (20% of total cost of \$17,471.18. NJ Clean Energy will pay \$13,977.42). Approved unanimously.
- **Resolution 11.21.19.e** To approve the sale of an HP LaserJet P1606dn for \$25.00. Funds to be deposited into the Fundraising account. Approved unanimously.
- **Resolution 11.21.19.f** To approve Drake's Landscaping for 2019-2020 snow removal at an hourly rate of \$50.00. Approved unanimously.
- **Resolution 11.21.19.g** To accept the 2018-2019 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights. The RVCS school grade is 58 out of a possible 78. Approved unanimously.

Theresa Radline reported:

1. After the October 15th count, we should have two districts to reimburse.
2. One workers compensation case ongoing.
3. The 2018-2019 ESSA School Accountability Profile was shared.
4. The school has been approved for lighting upgrades through the Direct Install Program.

1st Reading of Policy & Regulation:

1. 5142 Student Safety

Committee Reports:

Communication: Dave McNulty reported that a few blogs will be written. Kyra Dosch-Klemer will assist with posting.

Compensation: Steve Andrasek reported the committee met at the end of October. There was discussion of ideas regarding salary equity, benefits, and resources for guides. Decisions will be made at a later date.

Facilities: Kerry Barnett reported that repairs are continuing as needed as a result of the engineering report. The committee is waiting for an HVAC review report.

Finance: Steve Andrasek reported that the committee reviewed enrollment and revenue numbers. The committee also discussed the possibility of extra compensation in December. A resolution will be brought to the December meeting.

Landcare: Covered in the Integration Coordinator report.

Technology: Theresa Radline reported that the committee is receiving quotes for data infrastructure work to be done. All access points will be replaced in the near future.

Parent: Jessi Sohl reported that 3 people attended the last meeting. The Harvest Fest and Stone Soup Family Potluck was held on November 16. Julie Budzinski-Flores coordinated and said it went well with about 10-15 families in attendance. Information is being gathered for a fundraiser. A gear swap is taking place on November 20 and 21. The gear sale has been posted to the news, the chat, and in the newsletter. The guide wish list is ready to be sent out to families. A discussion was held about the annual appeal.

Other Business:

1. A summer camp proposal was received for Little Nature Lovers Camp for June 29th through July 3. Approved unanimously.
2. The trustee retreat was discussed.
3. Trustee and applicant status was discussed.

Executive Session to Discuss Legal Matters & Personnel: 9:50pm

Return to Public Session: 10:02pm

Meeting adjourned at 10:05pm

Theresa Radline, Board Secretary