

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 December 19, 2024 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm 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-arrived 6:25pm	X	
Dave McNulty		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: Kerry Barnett Guardian: Julie Wiedmann-Ball Recorder: Theresa Radline

Public Participants: Ian Blanchard, Edward Ball, Jennifer Ross

Trustee Circle Opening: convened 6:05pm

Public Participation: None

Correspondence: None

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment will be 135 students as of December 2 for the 24-25 school year. The 2025-2026 school year’s enrollment is 135 students with a significant waiting list.
2. RVCS Open House is scheduled for January 8, 2025.
3. Fundraising proposals were discussed. The dance committee proposed a tea and popcorn fundraiser. A fundraiser form was received by a Galaxy East student to sell hot sauce for \$15.00/bottle in order to restore the tractor. Both proposals were approved.

Infrastructure Coordinator Report: Robin Balles reported:

1. The garden closing ceremony and winter solstice assembly was held yesterday.
2. The new maintenance employee will be starting.
3. The storage unit is empty and not needed anymore.

Curriculum Coordinator Report: Traci Pannullo reported:

1. The fall Stardust parent conferences have received positive feedback from parents. Follow up discussions will take place to see if fall Stardust parent conferences continue.
2. The Earth Charter has not been submitted yet, but is close to completion.
3. The first Evolutionary Cosmology professional development took place with 14 attendees. It was a positive and successful launch.
4. December Professional Development will be the second, out of three, on anti bias work with students, focused on microaggression situations in the classroom.
5. The guide luncheon was a great time for the guides and gratitude was expressed to the trustees and RVLC for the additional compensation.

Business Coordinator Report: Theresa Radline reported:

- Approval of November 21, 2024 minutes. Approved unanimously.
- **Resolution 12.19.24a** To pay bills for the dates of November 22, 2024 through December 19, 2024 in the amount of \$264,834.79 which includes payroll. Approved unanimously.
- **Resolution 12.191.24.b** To approve the Board Secretary and Treasurers' Reports for November 2024 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 12.19.24.c** To approve budget transfers for the month of December as attached. Approved unanimously.
- **Resolution 12.19.24.d** To approve contracting with Edward Molinski for part-time custodial/maintenance services for the remainder of the 2024-2025 school year at a rate of \$25/hr for a maximum of 20 hours per week. Approved unanimously.
- **Resolution 12.19.24.e** To approve offering and accepting an Administrative Support Guide position with Christine O'Donnell at a pro-rated salary of \$36,000.00 per year from January 2, 2025 thru June 30,2025. Approved unanimously.
- **Resolution 12.19.24.f** To approve contracting with Pressler Richardson Charter School Services (PRCSS) to provide comprehensive school business administrator/board secretary services from January 1,2025 through June 30, 2025 at a rate of \$5,000.00/month, with a maximum of \$30,000.00 Approved unanimously.
- **Resolution 12.19.24.g** To approve Julie Budzinski-Flores, Katharine Errico and Richard Pressler, as agents for the school on all business related matters with the ability to sign for the school on all bank accounts, transactions including checks, and all legal documents. Approved unanimously.
- **Resolution 12.19.24.h** To approve contracting with CDK Systems, Inc. to utilize CDK Anywhere for two users at a cost of \$1,025.00 for the remainder of the 2024-2025 school year. Approved unanimously.
- **Resolution 12.19.24.i** To approve contracting with Realtime Information Technology to provide a student information system, special education module, notification system and parent/staff app for the remainder of the 2024-2025 school year at a cost not to exceed \$12,100.00. Approved unanimously.
- **Resolution 12.19.24j** To approve contracting with Icon Information Solutions to provide website support at a rate of \$150/hr (minimum of ½ hour) not to exceed 10 hours for the 2024-2025 school year. Approved unanimously.

Committee Reports:

Communication: None.

Facilities: Covered earlier

Finance: Covered earlier

Parent: None

Policy: None

Other Business:

- The Graduation Committee was discussed. Meeting date was set for January 13, 2025.
- Winter Solstice-Garden Ceremony - covered earlier
- Trustee Retreat- To take place the weekend of January 10, 2025. Location is set and an email will be sent to trustees with itinerary.
- Trustee Development-covered earlier.
- The Yass Prize-Jenn Gurdak will send an email regarding the Yass Prize to Guide Lisa Masi.
- Summer Camps-It was discussed that summer camps may not be able to be hosted on site due to facility projects. Possible alternative summer camp locations will be discussed at the trustee retreat. Julie Budzinski-Flores will respond to guide emails regarding summer camps.

Meeting adjourned: 7:12pm

Theresa Radline, Board Secretary