

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 February 20, 2025 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:03pm by Kasey Errico, 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 at 6:44pm	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	
Jennifer Ross, Business Coordinator	X	
Rick Pressler, SBA/Board Secretary-arrived at 7:02pm	X	

Facilitator: Kasey Errico

Guardian: Kerry Barnett

Recorder: Jennifer Ross

Public Participants: Ian Blanchard

Trustee Circle Opening: convened 6:03pm

Public Participation: None

Correspondence: A letter was received from Flourish Nature School, a local pre-school.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment is 135 students. The 2025-2026 school year's enrollment is 134 students, due to a change in the kindergarten class. Enrollment will be offered from the waiting list.
2. The SEMI waiver was discussed.
3. The first draft of the 2025-2026 SY calendar was shared for viewing.
4. A whole school trip is planned for March 31, 2025 to the NJ School of Conservation. Due to grant funding, the cost per student is \$5.00. This trip will be an extended day.
5. It was reported that Marksboro Mills was contacted for possible future field trips.
6. The school lunch program was discussed. A quote will be obtained from Simply Gourmet, the current food service provider. Other options were discussed.

Infrastructure Coordinator Report: See Facility Committee report.

Curriculum Coordinator Report: Traci Pannullo reported:

1. The RVCS website domain needs to be moved due to the expiration date. The current website contractor, Icon Info Systems, recommends transferring the account to their company's GoDaddy account.
2. An email was received from a website design company showcasing updated website possibilities. The current website is hosted by WordPress.
3. The second session of Evolutionary Cosmology, an online development, will be held on Wednesday, February 26, 2025, from 2:30pm-3:30pm. The third session will be held on Monday, March 3, 2025, from 6:00pm-7:30 pm. Both sessions will be held via Zoom.

Business Coordinator Report: Jennifer Ross reported:

- Approval of January 16, 2025 minutes. Approved unanimously.
 - **Resolution 02.20.25a** To pay bills for the dates of January 17, 2025 - February 20, 2025 in the amount of \$287,951.69 which includes payroll. Approved by 4 ayes and 1 abstention.
 - **Resolution 02.20.25.b** To approve the Board Secretary and Treasurers' Report for January 2025 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 02.20.25.c** To approve transfers for the month of January as attached. Approved unanimously.
 - **Resolution 02.20.25.d** To approve the Board Secretary and Treasurer's Report for December 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 02.20.25.e** To approve the request for a waiver of the requirements to maximize SEMI participation based on 40 or fewer Medicaid eligible classified students. Approved unanimously.
 - **Resolution 02.20.25.f** To approve Julia Ochs, Janice Galione and Nina Ingram as substitutes for the 2024-2025 school year. Approved unanimously.
 - **Resolution 02.20.25.g** To approve contracting T.M Brennan Service, Inc. to furnish and install warranty parts for the HVAC system in Nova Left, in the amount not to exceed \$3,500.00. Approved unanimously.
 - **Resolution 02.20.25.h** To approve contracting Icon Solutions to host and maintain the school's website hosting account in the amount not to exceed \$1,000.00. Approved unanimously.
1. The employee retention credit was received from the Internal Revenue Service.

Committee Reports:

Communication: No report.

Facilities: Several emergent facility needs arose and were addressed promptly.

Finance: The Finance Committee will be meeting to discuss the 2025-2026 SY budget.

Parent: The Parent Committee met on February 12, 2025.

Policy: None

Cultivating Leadership: The committee discussed receiving a positive response from the Guides. They are now organizing the responses and forming the committee.

Hiring: The committee is being established, and the Bamboo System is functioning effectively with incoming applications.

Graduation: The committee secured the tent rental and has made a deposit. Jen Ross will contact the Headquarters A/V company to request a quote.

Other Business:

1. The next RVCS Open House is scheduled for Wednesday, March 19, 2025, and will coincide with the Spring

Equinox assembly.

Meeting adjourned at 7:11pm

Jennifer Ross, Business Coordinator