

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 April 17, 2025 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm by Cindy Teranova, 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-arrived at 6:12pm	X	
Jenn Gurdak	X	
Cindy Terranova	X	
Non-voting members:		
Robin Balles, Infrastructure Coordinator		X
Lisa Masi, Integration Coordinator-arrived at 6:12pm	X	
Traci Pannullo, Curriculum Coordinator	X	
Jennifer Ross, Business Coordinator	X	
Rick Pressler, SBA/Board Secretary		X
Facilitator: Cindy Terranova	Guardian: Jenn Gurdak	Recorder: Jennifer Ross

Public Participants: Ian Blanchard arrived at 6:14pm

Trustee Circle Opening: convened 6:05pm

Public Participation: Mr. Blanchard stated he sent the Trustee Circle an email.

Correspondence: Three (3) emails were received from Guides.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment is 135 students, enrollment will be offered from the waiting list. The 2025-2026 school year's enrollment is 135 students.
2. A Toe Fungus student would like to reach out to the person who owns the land previously used by RVCS named Logwood. Ms. Masi reported that she would support this student in their community action.
3. Passage Presentations are scheduled.
4. The Parent Committee met. It was reported that a SignUpGenius will be set up for Guide Appreciation Day, Earth Olympics and graduation. The Parent Committee will also be setting up a gear swap for the upcoming Community Service days.
5. The parent driven book club met and it was reported that the group had a great discussion.

Infrastructure Coordinator Report: Traci Pannullo reported for Robin Balles:

1. Community Service Days were held on April 9, 10, & 14. The days were well attended and much work was completed.
2. All teams are preparing for the garden season.
3. A plant sale will be scheduled in the coming weeks.
4. The Spring Garden Workshop has 36 students signed up to attend.
5. The gutter work on the Universe Building is complete, per contract.

Curriculum Coordinator Report: Traci Pannullo reported:

1. She and Alyssa Garner are preparing for the upcoming NJ state testing. Testing will commence on May 1, 2025.
2. The Nebula team has been attending training for RealTime SIS.
3. Sadly, a parent from the RVCS community passed away. She reached out to the family to provide support and to facilitate connecting the family with support.

Business Coordinator Report: Jennifer Ross reported:

- Approval of March 20, 2025 minutes. Approved unanimously.
- **Resolution 04.17.25a** To pay bills for the dates of March 21, 2025 - April 17, 2025 in the amount of \$231,646.44 which includes payroll. Approved unanimously.
- **Resolution 04.17.25.b** To approve the Board Secretary and Treasurers' Report for March 2025 and to certify that no major account or fund has been over expanded and to confirm that sufficient funds are available to meet the school's financial obligations for the remainder of the year. Approved unanimously.
- **Resolution 04.17.25.c** To approve paying or reimbursing Traci Pannullo and Margaret Vetter for expenses related to their attendance at the International Earth Charter Conference in the Netherlands, July 1-3, 2025, not to exceed \$6,500.00 total for transportation, lodging, registration, and daily meal allowance. Approved unanimously.
- **Resolution 04.17.25.d** To approve continuing contracting with Horizon Blue Cross Blue Shield for medical benefits for the 2025-206 school year, cost to be determined by demographics of the individual staff member, and contracting with Total Administrative Services Corporation for third party administration of a Health Reimbursement Account (HRA) for up to \$1,575.00 for single or family coverage per employee with is covered by RVCS medical benefits. Approved unanimously.
- **Resolution 04.17.25.e** To approve contracting with Delta Dental to provide dental and vision coverage for single enrolled employees beginning June 1, 2025-May 31, 2026. Dental cost per employee:\$50.05. Vision cost per employee:\$16.01. Approved unanimously.
- **Resolution 04.1725.f** To approve the 2025-2026 calendar. Approved unanimously.
- **Resolution 04.17.25.g** To approve applying for the New Jersey Schools Insurance Group Safety Grant for the 2025-2026 school year in the amount of \$2,000.00 Approved unanimously.
- **Resolution 03.20.25.h** To approve Michael Ross as a substitute for the 2024-2025 school year. Approved unanimously.
- **Resolution 04.17.25.i** To approve contracting with Roto-Rooter to jet out all the lines in the amount not to exceed \$3,250.00. Approved unanimously.
- **Resolution 04.17.25.k** To approve entering into a School Food Authority (SFA) to School Food Authority (SFA) agreement with Knowlton Elementary for the 2025-2026 school year, at a rate of \$5.00 per student lunch. The estimated total cost of the contract will be \$40,000.00, based on projected meal count. Approved unanimously.
- **Resolution 04.17.25.l** To approve offering a Part-Time Lunch Program Support Guide Contract with Nicole Bostdorff at a rate of \$25.00/hour, 13 hours per week (only when school is in session for a full day) for the 2025-2026 school year. Approved unanimously.

Committee Reports:

Communication: No report.

Facilities: Covered earlier.

Finance: Covered earlier.

Parent: Covered earlier

Policy: No report.

Cultivating Leadership: The group held sub committee meetings to cover various topics. The next meeting coordinators will schedule the next meeting and select topics.

Hiring: The committee is accepting applications.

Graduation: The committee is continuing with planning and streamlining the ceremony.

Other Business:

1. RVCS will be represented at the Hope Green Fair on April 26, 2025.
2. The process for tenure was explained.

Meeting adjourned at 7:00pm

Jennifer Ross, Business Coordinator

Ridge and Valley Charter School Board of Trustees

DATE: April 17, 2025

RESOLUTION: 04.18.24.j

Resolved by the Board of Trustees, Ridge and Valley Charter School:

To offer contracts to the following Guides for the 2025-2026 school year:

Ieva Alverson	Special Education Guide	\$79,092
Nancy Christian	Special Education Guide	\$54,927
Kyle Freeman	Special Education Guide	\$48,021
Julia Kelly	Special Education Guide	\$69,292
Kristine Tucker	Special Education Guide	\$82,798
Margaret Vetter	Special Education Guide	\$78,926
Daniel Egan	Classroom Guide	\$55,118
Michael Florio	Classroom Guide	\$65,100
Rebecca Garceau	Classroom Guide	\$57,350
Alyssa Garner	Classroom Guide	\$55,320
Sundae Greame	Classroom Guide	\$63,153
Elizabeth Haveman	Classroom Guide	\$42,750
Jessica Krause	Classroom Guide	\$54,427
Kara Malone	Classroom Guide	\$42,750
Tyler Thurgood	Classroom Guide	\$52,310
Dena Pheonix	Classroom Guide	\$56,063
Bradley White	Classroom Guide	\$59,568
Jocelyn Carlson	Support Guide	\$29,696
Clara Miller	Support Guide	\$29,696
Milly Paulson	Support Guide	\$32,538
Toni Marek-Mazzariello	School Health Coordinator	\$77,893
Christine O'Donnell	12 Month Admin. Support Guide	\$38,196
Tina Manning	12 Month Child Study Team Coordinator	\$67,196

Jennifer Ross	12 Month Business Coordinator	\$64,196
Robin Balles	12 Month Infrastructure Coordinator	\$79,063
Lisa Masi	12 Month Integration Coordinator	\$98,434
Traci Pannullo	12 Month Curriculum Coordinator	\$98,434

Passed by consensus:

Kerry Barnett	☐ yes	☐ no	☐ abstain	☐ absent
Julie Budzinski-Flores	☐ yes	☐ no	☐ abstain	☐ absent
Kasey Errico	☐ yes	☐ no	☐ abstain	☐ absent
Jenn Gurdak	☐ yes	☐ no	☐ abstain	☐ absent
Cindy Terranova	☐ yes	☐ no	☐ abstain	☐ absent

Signed: 
 Board Secretary