

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 16, 2025 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:05pm by Julie Budzinski-Flores, 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 6:20pm	X	
Jenn Gurdak-arrived at 6:27pm	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	
Jennifer Ross, Business Coordinator	X	
Rick Pressler, SBA/Board Secretary-arrived at 7:02pm	X	

Facilitator: Julie Budzinski-Flores

Guardian: Kerry Barnett

Recorder: Jennifer Ross

Public Participants: Ian Blanchard

**Trustee Circle Opening:** convened 6:10pm

**Public Participation:** None

**Correspondence:** A letter was received from an employee to be discussed at Executive Session.

**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. The RVCS Open House was held on January 8, 2025. 10 families attended.

**Infrastructure Coordinator Report:** Robin Balles reported:

1. The new maintenance person has started and is working efficiently.
2. Seeking estimates for projected spring and summer projects.
3. The January Guide Professional Development topic was gardening and nourishing. Teams started their garden plans. Some plans include a mixed sunflower bed, broom corn and herbs used for bug spray.

**Curriculum Coordinator Report:** Traci Pannullo reported:

1. Some Nebula members and Realtime met for a kickoff meeting. Uploading current data was discussed.
2. The RVCS hiring committee will begin soon.
3. Wednesday Workshop is in session. Robin Balles with two Constellation students ran a Mixed Media workshop.
4. Attended a virtual Charter School Association meeting in December. The Charter School Association is trying to get ahead of proposed items they oppose. Information will be shared with the community when policy becomes more specific.
5. Traci Pannullo, along with Maggie Vetter and Kasey Errico attended the Earth Charter Conference last spring. A member email was sent out to Earth Charter members from Mike Bracken, Board Chairman of Earth Charter International, recognizing organizations from around the world. Mr. Bracken mentioned Ridge and Valley Charter School, individually, praising our commitments.

**Business Coordinator Report:** Jennifer Ross reported:

- Approval of December 20, 2024 minutes. Approved unanimously.
- **Resolution 01.16.25a** To pay bills for the dates of December 20, 2024 through January 16, 2025 in the amount of \$275,465.15 which includes payroll. Approved with one abstention.
- **Resolution 01.16.25b** To approve the 2023-2024 audit and ACFR report to acknowledge that there were no findings and therefore no corrective action plan is needed. Approved unanimously.
- **Resolution 01.16.25c** To approve the reimbursement for food and lodging expenses for the Trustee retreat held on January 10-11, 2025, in the amount not to exceed \$3,500.00. Approved unanimously.
- **Resolution 01.16.25d** To approve reimbursement for food expenses for the Guide-Trustee development to be held on January 30, 2025, in the amount not to exceed \$500.00. Approved unanimously.
- **Resolution 01.16.25.e** To approve contracting with H2M Architects & Engineers for professional consulting services in the amount not to exceed \$5,000.00. Approved unanimously.
- **Resolution 01.16.25.f** To approve contracting with Eastern Datacomm for additional intercom system work in the amount not to exceed \$4,000.00. Approved unanimously.

1. New bank signature documents will be submitted to the bank tomorrow.
2. Research is underway to explore the possibility of implementing a consolidation agreement with a local School Food Authority.

**Committee Reports:**

**Communication:** Social media post to come.

**Facilities:** Covered earlier.

**Finance:**

1. New Business Coordinator and School Business Administrator/Board Secretary positions have been smooth.
2. Next year's budget work is beginning.
3. Welcome and introduction to Rick Pressler, new School Business Administrator/ Board Secretary.

**Parent:** The Parent Committee met on January 15, 2025.

**Policy:** None

**Other Business:**

1. The Graduation Committee was discussed. The committee reviewed last year's event. The committee discussed ways to reduce costs and the time. The layout and staging will be reviewed.
2. The next Guide Trustee Development meeting will be on January 30, 2025. The trustees have the development planned but there is a possible menu change.
3. The Trustee retreat took place on January 10-11, 2025.
4. Community Service Day scheduled for April 12, 2025 needs to be removed from the school calendar.
5. Those in attendance were asked to spread the word that additional Trustees are in need.

6. It was discussed that summer camps would not be held on property at RVCS, due to facility projects.

Executive Session to discuss personnel: 7:32pm

Return to Public Session: 7:49pm

Meeting adjourned at 7:50pm

Jennifer Ross, Business Coordinator