

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 October 16, 2025 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:16pm by Cindy Terranova, 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		X
Cindy Terranova	X	
Non-voting members:		
Ieva Alverson, TBD Coordinator	X	
Lisa Masi, Integration Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	
Robin Balles, Infrastructure Coordinator	X	
Jennifer Ross, Business Coordinator	X	
Rick Pressler, SBA/Board Secretary	X	

Facilitator: Cindy Terranova Guardian: Ieva Alverson Recorder: Jennifer Ross

Public Participants: None

Trustee Circle Opening: convened 6:16pm

Public Participation: None.

Correspondence: Ridge and Valley Learning Circles received a card and a \$10,000 donation from Claire and William McNulty in memory of RVCS Trustee Dave McNulty.

Leadership Team Updates:

TBD Coordinator Report: Ieva Alverson reported:

1. The Team Liaisons met this month. The meeting was effective, and the group is working to centralize communication between teams.
2. This month’s professional development began with a meditation exercise, followed by a discussion of the 2027 Charter Renewal. Materials were shared with the guides to bring a better understanding of the process and expectations.

Integration Coordinator Report: Lisa Masi reported:

3. Enrollment for the 2025-2026 school year is 134 students.
4. Applications for the 2026-2027SY are available on the school website, and the lottery will take place at the next board meeting, November 20, 2025.

5. The new Part-Time Lunch Support staff member has begun and is learning systems.
6. Galaxy West class groups have extended days plans for their canoeing trips. The Fungi class is currently on their overnight at the CSG at Genesis Farm.

Curriculum Coordinator Report: Traci Pannullo reported:

1. During October's professional development, the new testing platform for the NJSLA-A Fall Field Test was reviewed with guides.
2. Nebula is training/learning our new SIS, Realtime, as the state transitions its student database from NJSMART to NJSLEDS.
3. The 2025-2026 class names were shared:
 - *Stardust Arthropods: American Grass Spider
 - *Stardust Reptile & Amphibians: Spring Peeper
 - *Nova Birds: Eastern Screech Owl
 - *Nova Plants: American White Lily
 - *Constellation Mammals: Eastern Red Bat
 - *Constellation Trees: Butternut
 - *Galaxy West Fish: Northern Snakehead
 - *Galaxy West Rocks & Minerals: Titanite
 - *Galaxy East Fungi: Cordyceps

Infrastructure Coordinator Report: Robin Balles reported:

1. Projects that were scheduled for completion over the summer are complete to date.
2. The school has a new School Resource Officer (SRO) who will work alongside our current assigned officers.
3. Community Service Day is scheduled for Saturday, October 25, 2025. A Sign Up Genius will be sent out to the community.
4. The Maintenance position will be filled soon.
5. A visit to Camp Havaya, a project by Metcalfe Architecture & Design, is scheduled for Friday, October 17, 2025. Metcalfe Architecture & Design will also visit Ridge and Valley for an engagement day to meet with various groups.

Business Coordinator Report: Jennifer Ross reported:

- Approval of September 25, 2025 minutes. Approved unanimously.
- **Resolution 10.16.25a** To pay bills for the dates of September 25, 2025 thru October 16, 2025 in the amount of \$227,626.81 which includes payroll. Approved by 4 ayes and 1 abstention.
- **Resolution 10.16.25.b** To approve the Nursing Service Plan for the 2025-2026 school year. Approved unanimously.
- **Resolution 10.16.25.d** To approve budget transfers for the month of September as attached. Approved unanimously.
- **Resolution 10.16.25.e** To approve the following budget allocations for the 2025-2026 school year: Provident Bank/Roof Loan: \$9,800. Interest and Provident Bank Roof Loan: \$26,000. Principal. Approved unanimously.
- **Resolution 10.16.25.f** It is recommended that the Board of Trustees approve the Lead Person of the school to make offers of employment (contingent upon meeting all regulatory requirements) and sign employment agreements between board meetings, such that all appointments are approved by the Board of Trustees at the next regularly scheduled board meeting.

Committee Reports:

Communication: No report.

Facilities: Applications are currently being accepted for a new part-time maintenance position.

Finance: It was reported that some members of the committee met on Tuesday, November 14 and that all finances are in good standing.

Parent: Jonathan Jablonski reported the committee will host a gear swap during Community Service Day. Special thanks Melissa Jablonski who created an inventory of all stored gear to allow families who cannot attend the swap to view available items.

Community members participated in a roadside cleanup in Frelinghuysen Township on Saturday. Another cleanup is scheduled for October 18th in Blairstown Township.

Policy: No report.

Other Business:

- Recruitment of RVCS Trustees is ongoing.
- Guide/Trustee Development dates were discussed.
- Possible Trustee retreat days were discussed.
- Upcoming Events:
 - Community Service Day: Saturday, October 25, 2025 9:00am-3:00pm.
 - Guide/Trustee Development: Thursday, February 26, 2026 5:30pm-7:30pm.

Executive Session: Entered at 7:42pm to discuss personnel and legal matters.

Return to Public Session: 7:55pm

- **Resolution 10.16.25.c** To approve offering and accepting a Support Guide contract with Christine Mazzella from October 20, 2025 thru June 30, 2026 at a pro-rated salary of \$27,500.00. Approved unanimously.

Meeting adjourned: 8:03pm

Jennifer Ross, Business Coordinator