

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 November 20, 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
<b>Voting Members</b>		
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Kasey Errico	X	
Jenn Gurdak	X	
Jonathan Jablonski	X	
Cindy Terranova	X	
<b>Non-voting members:</b>		
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: Julie Budzinski-Flores                      Guardian: Jenn Gurdak                      Recorder: Jennifer Ross

Public Participants: Sarah Calvano

**Trustee Circle Opening:** convened 6:08pm

**Public Participation:** None.

**Correspondence:** None.

Executive Session to discuss legal matters, HIB & personnel: 6:17pm

Return to Public Session: 6:48pm

**Leadership Team Updates:**

**TBD Coordinator Report:** Ieva Alverson reported:

1. The Team Liaisons met two times this month to discuss the future of the Leadership Team structure.

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

1. The new state assessment field tests were completed for grades 4-8.
2. The 2024-2025 NJSLA spring results were reported.

**Integration Coordinator Report:** Lisa Masi reported:

1. Enrollment for the 2025-2026 school year is 134 students.
2. Fundraising proposals were discussed. A group of Fungi students proposed a harvested herbs teabag fundraiser to sell at arrival. The proposal was approved.
3. The Parent Committee Circle is requesting the use of the facility for a school community event on December 19, 2025, 6:00-8:00pm. The Committee is expecting 50 people to attend this potluck and fire. Fire procedures will be shared with the Committee. The use of the facility was approved.
4. A lottery was held for the 2026-2027 school year's Kindergarten non-resident waiting list, 1st grade non-resident waiting list, 2nd grade sibling & non-resident waiting list, 3rd grade sibling & non-resident waiting list, 4th grade non-resident waiting list, 5th grade non-resident waiting list, 7th grade non-resident waiting list and 8th grade non-resident waiting list.
5. Current 2025-2026 school year enrollment is at 134 students.
6. Ms. Masi reported she attended the Senate Education Committee hearing in Trenton on November 10, 2025.

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

1. Community Service Day took place on October 25, 2025. It was a great turn-out with 29 people attending. The structure worked with having Guides stationed at certain projects. The spring Community Service Day might be a combination of a weekend day and afterschool.
2. Fall planting has been taking place.
3. The Garden Closing Ceremony will take place during assembly on December 17, 2025.
4. Metcalfe Architects visited on November 19, 2025 for a full engagement day. They set up interactive surveys, met with many groups, including Trustees, students, parents and Guides. They will be submitting a report on their findings.

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

- Approval of October 16, 2025 minutes. Approved unanimously.
- **Resolution 11.20.25a** To pay bills for the dates of October 17, 2025 thru November 20, 2025 in the amount of \$270,030.55 which includes payroll. Approved by 5 ayes and 1 abstention.
- **Resolution 11.20.25.b** To approve the Board Secretary and Treasurers' Report for October 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 11.20.25.c** To approve the Board Secretary and Treasurers' Report for September 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 11.20.25.d** To accept the 2025-2026 Rural Education Achievement Program (REAP) grant award in the amount of \$33,854.00. Approved unanimously.
- **Resolution 11.20.25.e** To approve the travel reimbursement for Lisa Masi for her attendance at the Senate Education Committee hearing held in Trenton on November 10, 2025. Approved unanimously.
- **Resolution 11.20.25.f** To approve the travel reimbursement for Christopher DeLuca for his attendance at the Senate Education Committee hearing held in Trenton on November 10, 2025. Approved unanimously.
- **Resolution 11.20.25.g** To approve Shalee Auletta as a substitute for the 2025-2026 school year. Approved unanimously.
- **Resolution 11.20.25.h** To approve Jessica Jennings as a substitute for the 2025-2026 school year. Approved unanimously.
- **Resolution 11.20.25.i** To approve the 2025-2026 Annual Charter/Renaissance School Fiscal Questionnaire for submission to the New Jersey Department of Education. Approved unanimously.
- **Resolution 11.20.25.j** To approve increasing the substitute rate of pay from \$100 per day to \$125 per day for classroom substitutes, and from \$150 per day to \$175 per day for substitute nurses, effective immediately. Approved unanimously.

Jennifer Ross reported:

1. Grand Rental reached out regarding the tent for this year's graduation. It was agreed that signing a contract before year end and locking in last year's price would be beneficial.
2. The 2024-2025 audit is still in progress. Rick Pressler stated that the audit sum was submitted with no findings reported.
3. The finance committee will begin meeting to start budget work for next year.
4. Rick Pressler will be arranging a meeting with our 403(b) retirement representative for any interested guides.

**Committee Reports:**

**Communication:** No report.

**Facilities:** Funding for the future facility was discussed. Rick Pressler suggested subscribing to a database for grants would be a good investment and will aid for grant research. Ridge and Valley Learning Circles has engaged Jessi Sohl as a part-time administrator for future facility work.

**Finance:** Reported earlier.

**Lancare:** Reported earlier

**Parent:** Jonathan Jablonski reported that some community members participated in the town clean up for Blirstown Township.

Questions were raised about fundraising for the school. Mr. Jablonski will meet with Lisa Masi & Jen Ross to review parameters for fundraising.

**Policy:** No report.

**Other Business:**

- Recruitment of RVCS Trustees is ongoing.
- The Trustee retreat will take place on February 20-22, 2025. Location TBD.

Meeting adjourned: 8:14pm

Jennifer Ross, Business Coordinator