

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 December 18, 2025 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:08pm 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	X	
Jonathan Jablonski	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 (left @ 7:00pm)	X

Facilitator: Kasey Errico

Guardian: Kerry Barnett

Recorder: Jennifer Ross

Public Participants: None

Trustee Circle Opening: convened 6:08pm

Public Participation: None.

Correspondence: None.

Leadership Team Updates:

TBD Coordinator Report: Ieva Alverson reported:

1. The Team Liaisons met two times this month and continue to focus on cross team communications.
2. Fungi students held a fundraiser for their graduation project. They are fundraising for their mosaic stepping stone project for the spiral medicinal garden.

Curriculum Coordinator Report: Traci Pannullo reported:

1. A reporter from the Ridge View Echo contacted Ms. Pannullo for information about the Spring 2025 NJSLA results.
2. Provided an update of the current bills before the Senate Budget and Appropriations Committee.

Integration Coordinator Report: Lisa Masi reported:

1. Enrollment for the 2025-2026 school year is 133 students. Next year's enrollment is 134. The waiting list will be utilized to bring enrollment to 135.
2. All graduation projects have been approved.
3. This is the first year the school is offering a breakfast program. The program is going well.

Infrastructure Coordinator Report: Robin Balles reported:

1. A wall heater was installed in the new office in the Universe Building.
2. Several Trustees and staff attended an online presentation from Metcalf Architects. Metcalf presented "what they saw & heard" from their onsite visit and meetings. The presentation was useful and informative.
3. A new part-time maintenance person was hired.

Business Coordinator Report: Jennifer Ross reported:

- Approval of November 20, 2025 minutes. Approved unanimously.
- **Resolution 12.18.25a** To pay bills for the dates of November 21, 2025 thru December 18, 2025 in the amount of \$273,841.43 which includes payroll. Approved unanimously.
- **Resolution 12.18.25.b** To approve the Board Secretary and Treasurers' Report for November 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 12.18.25.c** To approve additional compensation in the amount of \$1,000.00(net) for all full-time guides and \$500.00(net) for one part-time guide. Approved unanimously.
- **Resolution 12.18.25.d** To approve contracting with Eric Doolittle for part-time custodial/maintenance services for the remainder of the 2025-2026 school year at a rate of \$25/hr for a maximum of 24 hours per week. Approved unanimously.
- **Resolution 12.18.25.e** To approve Grace Pereira as a substitute for the 2025-2026 school year. Approved unanimously.
- **Resolution 12.18.25.f** To approve the 2024-2025 audit and ACFR report to acknowledge that there were no findings and therefore no corrective action plan is needed. Approved unanimously.
- **Resolution 12.18.25.g** To approve budget transfers for November and December as attached. Approved unanimously.

Committee Reports:

Communication: No report.

Facilities: Reported earlier.

Finance: Reported earlier.

Landcare: Robin Balles reported that the Winter Solstice & Garden Closing assembly was beautiful, featuring songs, readings, and presentations highlighting the plantings utilized by the classgroups. It was also reported that winter work is underway, including needed tree work down by the stream.

Parent: Jonathan Jablonski reported the Winter Solstice Potluck event is scheduled for Friday, December 19, 2025. The Parent Circle Committee is planning another book club for the spring, and book recommendations were discussed.

Policy: No report.

Other Business:

- Recruitment of RVCS Trustees is ongoing.
- The Trustee retreat will take place on February 20-22, 2025. Location TBD.
- The formal action meeting for February has been moved from February 19th to February 12, 2026

Executive Session to Discuss Lunch Program & Legal Matters: 7:24pm

Return to Public Session: 7:36pm

Meeting adjourned: 7:46pm

Jennifer Ross, Business Coordinator