

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 March 19, 2026 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:23pm by Kerry Barnett, 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 @9:23pm)	X	

Facilitator: Jonathan Jablonski

Guardian: Kerry Barnett

Recorder: Jennifer Ross

Public Participants: None

Trustee Circle Opening: convened 6:23pm

Public Participation: None.

Correspondence: None

Leadership Team Updates:

TBD Coordinator Report: Traci Pannullo reported on behalf of Ieva Alverson:

1. Team Liaisons continue to bring forward topics to the Guide Circle and have begun gathering items for the debrief and refresh agendas.
2. During this month’s Professional Development, the Portrait of a Ridge and Valley Charter School graduate was reviewed.

Integration Coordinator Report: Lisa Masi reported:

1. Enrollment for the 2025-2026 school year is 134 students. Enrollment for the 2026-2027 school year is at 133 students, with a healthy waiting list.
2. The Expedition Coordinator report, presented by Clara Miller, was shared.
3. It was reported that there were no HIB incidents during the month of February.
4. The NJ Historical Trust requested an updated letter of support for their continued work at Footbridge.
5. An overview of activities for the Parent Committee-sponsored May Day event was shared.
6. A facility use form was received from the Parent Committee for a book club event scheduled for April 23rd.
7. The date range for Passage Presentations was shared with the Trustees.
8. It was discussed that the use of unused snow days will depend on the Spring NJSLA testing schedule.
9. The possibility of a Club Coordinator stipend role was discussed.
10. An update was provided on the use of the Paulinskill Trail. A hold harmless form letter was requested from the property owner. Ms. Masi will consult with the school attorney regarding next steps.
11. An overview of school-wide end of the year events was discussed.

Curriculum Coordinator Report: Reported by Traci Pannullo

1. Classroom Guides will now support the dismissal process, with each Guide signing up for one afternoon.
2. A non-disclosure agreement was sent to Icon Solutions to proceed with database transition under their management.
3. A technology job description and accompanying procedures manual are currently being drafted.
4. An Earth Charter Seal connections update was shared.

Infrastructure Coordinator Report:

1. It was reported that a well pump leak required emergency service. The well pump is now fully functional.
2. The summer work schedule is being compiled.

Business Coordinator Report: Jennifer Ross reported:

- Approval of February 12, 2026 minutes. Approved unanimously.
- **Resolution 03.19.26.a** To pay bills for the dates of February 13, 2026 thru March 19, 2026 in the amount of \$320,326.99 which includes payroll. Approved unanimously.
- **Resolution 03.19.26.b** To approve the Board Secretary and Treasurers' Report for February 2026 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 03.19.26.c** To approve the Harassment, Intimidation, or Bullying (HIB) report for February, 2026, as presented at the meeting on March 19, 2026 indicating No Finding of Incidents. Approved unanimously.
- **Resolution 03.19.26.d** To approve entering into a School Food Authority (SFA) to School Food Authority (SFA) agreement with Frelinghuysen Township Elementary for the 2026-2027 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 counts. Approved unanimously.
- **Resolution 03.19.26.e** To approve Rachel Geiger-Campbell as a substitute for the 2025-2026 school year. Approved unanimously.
- **Resolution 03.19.26.f** To approve travel reimbursement for Kristine Tucker, Olivia Mohlmann and Toni Mazzariello for their transportation to and from The NJ School of Conservation on March 12 & 13, 2026. Approved unanimously.
- **Resolution 03.19.26.g** To approve revising the 2025-2026 school calendar to reflect no school on the following dates, due to unused snow day: 1. Friday, April 24th, 2. Friday June 12th. Approved unanimously.

- **Resolution 03.19.26.i** To approve offering and accepting a contract with Jessica Krause beginning Friday, February 27, 2026 to provide home instruction for 10 hours per week with an additional 2.5 hours of preparatory time at a rate of \$40/hour. Approved unanimously.

Committee Reports:

Communication: No report.

Facilities: Reported earlier.

Finance: The committee discussed the 2026-2027SY budget.

Landcare: Robin Balles reported that the Garden Steward position, a graduation project, has been very helpful with winter sowing. The committee will meet next week.

Parent: The Spring Equinox potluck event will take place tomorrow, March 20, 2026. The Committee is currently planning the Book Club event, May Day Silent Auction and Guide Appreciation Day.

Policy: 1st Reading of:

1. 6146.2-Promotion, Retention (revised)

Other Business:

- Board Trustee roles and responsibilities were reviewed and discussed.
- 2026 graduation ceremony planning is on schedule.
- Upcoming Events
 - Spring Equinox Potluck-March 20, 2026
 - Public presentation of RVCS 26-27SY budget-April 16, 2026 @ 6:00pm
 - Next Formal Action Meeting-April 16, 2026-6:00pm
 - Parent Committee Book Club-April 23, 2026

Executive Session to discuss budget, legal matter and facility matter: 8:10pm

Return to Public Session: 9:41pm

- **Resolution 03.19.26.h** The Board of Trustees of Ridge and Valley Charter School approves the attached Budget for the 2026-2027 school year. Whereas, the Finance Committee has reviewed and recommended the proposed budget, It is therefore Resolved that the Board approves the attached budget for the 2026-2027 school year.

Meeting adjourned: 9:45pm

Jennifer Ross, Business Coordinator