

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 April 16, 2026 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:14 pm 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	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	X	

Facilitator: Julie Budzinski-Flores

Guardian: Jonathan Jablonski

Recorder: Jennifer Ross

Public Participants: None

Trustee Circle Opening: convened 6:14pm

Public Participation: None.

Correspondence: None

Leadership Team Updates:

TBD Coordinator Report: Ieva Alverson:

1. NJSLA testing will begin at the end of April. Dates will be posted in the newsletter.
2. Galaxy and Stardust teams' overnights are scheduled for the end of April and May.
3. The Team Liaisons are in conversation about the upcoming state testing and the Guide debrief agenda.
4. Ms. Alverson expressed gratitude for the budget presentation offered to the Guides.

Integration Coordinator Report: Ieva Alverson reported for Lisa Masi

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 Community Supported Garden at Genesis will be hosting an Open House on May 2, 2026, 11:00am - 3:00pm (Raindate: May 3, 2026). RVCS was invited to have a table at the event. Robin Balles and Julie Budzinski-Flores volunteered to attend the event on behalf of RVCS.
3. It was reported that there were no HIB incidents during the month of March.
4. Ms. Masi is still in conversation with the school's attorney to provide a hold harmless letter for the property owner, in regards to the school's access to the Paulinskill Trail.
5. The hiring committee will begin interviews at the end of April.

Curriculum Coordinator Report: Reported by Traci Pannullo

1. ICON Solutions has submitted a quote for the migration and update for the database transition.
2. A technology job description and accompanying procedures manual have been updated
3. Some recent Wednesday Workshops that took place were shared. Some 8th grade students initiated a reading workshop with Constellation students and a Nova student ran a horseless horseshow.

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 March 19, 2026 minutes. Approved unanimously.
- **Resolution 04.16.26.a** To pay bills for the dates of March 20, 2026 thru April 16, 2026 in the amount of \$229,501.47 which includes payroll. Approved unanimously.
- **Resolution 04.16.26.b** To approve the Board Secretary and Treasurers' Report for March 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 04.16.26.c** To approve the Harassment, Intimidation, or Bullying (HIB) report for February, 2026, as presented at the meeting on April 16, 2026 indicating No Finding of Incidents. Approved unanimously.
- **Resolution 04.16.26.d** To approve contracting with Delta Dental to provide dental and vision coverage for single enrolled employees beginning June 1, 2026-May 31, 2027. Dental cost per employee: \$51.58; Vision cost per employee: \$16.01. Approved unanimously.
- **Resolution 04.16.26.e** To approve continuing contracting with Horizon Blue Cross Blue Shield for medical benefits for the 2026-2027 school year, cost to be determined by demographics of the individual staff member, and contracting with Total Administrative Services Corporation for third party administration of a Health Reimbursement Account (HRA) for up to \$1,575.00 for single or family coverage per employee who is covered by RVCS medical benefits. Approved unanimously.
- **Resolution 04.16.26.g** To approve contracting with SignNow for online document signatures in an amount not to exceed \$96.00. Approved unanimously.
- **Resolution 04.16.26.h** To approve contracting with Pro Architectural, LLC for the installation of 1 aluminum exterior door and hardware for the Universe Building in an amount not to exceed \$13,870.00. Approved unanimously.
- **Resolution 04.16.26.i** To approve contracting with ICON Information Solutions for hosting and management services in an amount of \$150.00 per month. Approved unanimously.
- **Resolution 04.16.26.j** To approve offering a Part -Time Lunch Program Support Guide Contract to Nina Nesheiwat-Ingram at a rate of \$18.00/hour + mileage reimbursement (on days when lunch is provided) for the 2026-2027 school year. Approved unanimously.
- **Resolution 04.16.26.k** To approve budget transfers for the month of March. Approved unanimously.
- **Resolution 04.16.26.l** To approve Heather Scialpi, Angela Schwartz, and Dana Caulkins(Nurse) as substitutes for the remaining 2025-2026 school year. Approved unanimously.
- **Resolution 04.16.26.m** To approve contracting with ICON Information Solutions to upgrade and migrate the existing custom school and curriculum database in an amount not to exceed \$24,786.00. Approved unanimously.

1. Mr. Pressler reported that the 2026-2027 final budget was submitted.
2. It was reported that the school's health insurance plan has a significant increase in rates for next year. Other options have been received and will be reviewed.
3. The School Food Authority (SFA) to School Food Authority contract with Frelinghuysen Township School has been submitted. Approval from the State is expected.

Committee Reports:

Communication: No report.

Facilities: Robin Balles reported that new double doors will be installed by a local company for the Universe Building. Doors will have a pushbar and will be a security upgrade from the existing doors. Funds via a grant are being used to fund the installation.

Finance: Reported earlier.

Landcare: Robin Balles reported that some students rebuilt some garden beds during a Wednesday Workshop. She will be reaching out to the community for assistance in rebuilding some garden beds. The committee would like to schedule Community Service Day for Saturday, May 16, 2026, 9:00am to 2:00pm. The day may include an early morning bird walk coinciding with crafts for the students in attendance. Planning for the next plant sale, to take place during arrival and dismissal on May 6th-8th. An update on graduation projects was discussed, in particular the mosaic stepping stones and the mud kitchen in the outdoor classroom.

Parent: The Committee has the book club scheduled for April 23, 2026 at 6:00pm. The May Day, silent auction, event on May 1, 2026 is coming along nicely.

Future Fundraising: Traci Pannullo will share the recorded webinar of today's NJPCSA's webinar for those who could not attend. It was reported that the webinar was very informative with innovative ideas.

Policy: No report.

Graduation: The Committee has been meeting monthly compiling the event schedule. It was reported that a stage will be needed again this year.

Executive Session to discuss legal matter, personnel and facility matter: 6:58pm

Return to Public Session: 7:11pm

- **Resolution 04.16.26.f** To approve offering contracts to the following Guides for the 2026-2027 school year as attached. Approved unanimously.

Other Business:

- Upcoming Events
 - Parent Committee Book Club-April 23, 2026
 - May Day Silent Auction-May 1, 2026 5:00pm-8:00pm
 - Next Formal Action Meeting-May 14, 2026 - 6:00pm
 - Community Service Day-May 16, 2026 exact time TBD

Meeting adjourned: 7:27pm

Jennifer Ross, Business Coordinator

Ridge and Valley Charter School Board of Trustees

DATE: April 16, 2026

RESOLUTION: 04.16.26.f

Resolved by the Board of Trustees, Ridge and Valley Charter School:

To offer contracts to the following Guides for the 2026-2027 school year:

Nancy Christian	Special Education Guide	\$56,300
Kyle Freeman	Special Education Guide	\$49,394
Julia Kelly	Special Education Guide	\$70,664
Kristine Tucker	Special Education Guide	\$84,170
Margaret Vetter	Special Education Guide	\$80,298
Emily Allen	Classroom Guide	\$51,373
Jocelyn Carlson	Classroom Guide	\$46,373
Michael Florio	Classroom Guide	\$66,473
Rebecca Garceau	Classroom Guide	\$58,723
Alyssa Garner	Classroom Guide	\$56,692
Sundae Greame	Classroom Guide	\$64,525
Jessica Krause	Classroom Guide	\$55,799
Clara Miller	Classroom Guide	\$46,373
Tyler Thurgood	Classroom Guide	\$53,682
Dena Pheonix	Classroom Guide	\$57,435
Bradley White	Classroom Guide	\$60,941
Bridget Fajvan	Support Guide	\$28,873
Olivia Mohlmann	Support Guide	\$28,873
Milly Paulson	Support Guide	\$33,911
Michael Ross	Support Guide	\$28,873
Toni Marek-Mazzariello	School Health Coordinator	\$79,266
Christine O'Donnell	12 Month Admin. Support Guide	\$39,569

Jennifer Ross	12 Month Business Coordinator	\$65,569
Robin Balles	12 Month Infrastructure Coordinator	\$80,436
Ieva Alverson	12 Month Leadership Team Member	\$88,873
Lisa Masi	12 Month Integration Coordinator	\$99,807

Passed by consensus:

Kerry Barnett	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Julie Budzinski-Flores	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Kasey Errico	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Jenn Gurdak	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent
Jonathan Jablonski	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Cindy Terranova	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent

Signed: 
 Board Secretary