

# Meeting of the Board of Trustees of the Infinity Charter School

Date: January 11, 2022 Time: 3:30 p.m.  
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

## MINUTES

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1. Call Meeting to Order and Roll Call at 3:30

Michelle Coleman (Pres.)

Andreja Rocknage (Secretary & Parent Rep)

Michelle Haring (Vice President)

Suzanne Gausman (CEO)

Matthew Blaylock (Treasurer)

Tammy Geiger (Asst. Principal)

Shelly Fredericks (Business Manager)

2. Additions, Deletions, or Modifications to the Agenda  
None

3. Review and Approval of the December 14, 2021 Meeting Minutes

Add that Michelle Coleman was present via Zoom

Motioned for approval by Michelle, Second by Matthew. Unanimously Approved. (Action #1, attached).

4. Information

a. Announcement of Executive Session

Prior to the regularly scheduled public January Board meeting, there was an executive session held

b. Community/Public Speakers

Gwen Forlizzi (via Zoom) – checking in about mask policy and/or updates. Nothing new to add to her previous comments last month.

5. Committee Reports

a. IVO

Conference meals are being provided this week. Next meeting is February 2<sup>nd</sup> at 6:30, via Zoom

b. Curriculum Committee

Nothing

c. Grounds Committee

Matthew - Talked with architect and construction representative – extra dirt will be used on site to level and fill various areas. Nothing else to report re: new construction.

Michelle Coleman – lawyers actively looking into property lines, joining properties, etc. She will follow-up.

d. Policy Committee

Nothing to report

6. Business Manager's Report

Standard report was presented by Shelly Fredericks and reviewed by the Board. Tax return draft version was reviewed last week. Accountants should review and finalize to submit in the upcoming week.

We also received a medical loss premium reimbursement check from Highmark in the amount of \$6500, as our employees only pay 6% of their full premium this money will be kept and used toward the total cost of health care premiums. Line item note will be added to report already submitted.

Builders Risk insurance is now in place for current building project. Still waiting to hear back from Members 1<sup>st</sup> about finalizing the loan.

Budget to Actual report – ESSR grants listed separately for now, will eventually be put into revenue/budget line items.

Motioned for approval as revised by Michelle, Second by Matthew. Unanimously Approved. (Action #2, attached).

7. Admin. Report

Report was presented by Suzanne Gausman and Tammy Geiger and reviewed by the Board.

8. Old Business

a. Health & Safety Plan

Current health and safety plan is available on website.

Suzanne - Based on current CDC guidelines, maintaining mask requirement keeps kids in school.

Reducing close contact from 3' to 6', and requires less students to quarantine after potential exposure, etc. From past experience, it is evident that students do much better in the classroom, it is very difficult for teachers to manage a hybrid model, and the goal has always been to keep students in school in person in the building. So, as much as masks are annoying, it is in the best interest of the students to keep everyone masks. We can always revisit the decision next month, during the February meeting. Suzanne is asking the board to consider this approach so that we can put our energy into education as opposed to contact tracing and getting work to kids who are quarantined.

Gwen Forlizzi (with Michelle Coleman's approval)– reiterated that masks are doing more harm than good for various reasons and are unhealthy. Argued inaccurate information is provided through news outlets, etc.

Matthew – air purifiers/sanitizers that were approved last meeting have been bought and delivered and are now placed in classrooms and throughout the building. New HVAC filters have also been ordered and are being installed, the best allowable to still allow for proper air flow and ventilation so HVAC system still works properly.

Michelle Coleman – asked for a motion that this topic be tabled until the February meeting until we can evaluate the efficacy of the additional measures we have put into place.

Motioned for approval by Michelle, Second by Andreja. Unanimously Approved. (Action #3, attached).

9. New Business

a. 2022-2023 School Year Lottery Rules/Dates

Lottery rules will stay the same, with the exception dates, which are as follows:

Friday, March 4<sup>th</sup> – Letter of Intent Due

Monday, April 4<sup>th</sup> – Paperwork Due

Friday, April 8<sup>th</sup> – Lottery

Matthew asked that certain parts of the paperwork (namely deadlines with dates and times) be more bold and underlined, no issue, Suzanne will have paperwork updated.

Motioned for approval with noted revisions by Michelle, Second by Matthew. Unanimously Approved. (Action #4, attached).

b. State Ethics Commission – Statement of Financial Interest Forms

Required to be filled out and submitted by May 1<sup>st</sup>.

c. Dauphin County Library Agreement

Presented by Suzanne from Stacie Lejcar. Originally there were questions about privacy issues, clarification was received. If approved, parents would be notified about the program with an option to opt out.

Motioned for approval by Andreja, Second by Matthew. Unanimously Approved. (Action #5, attached).

d. Federal Programs Complaint Process

Process document presented by Shelly Fredericks for any complaints brought against the school.

Required to have this on hand if any complaints are received about any federal programs.

Motioned for approval by Michelle, Second by Matthew. Unanimously Approved. (Action #6, attached).

10. Personnel

Nothing official. Suzanne just wanted to thank the board for hiring Kiel Eckert as a permanent sub, as it has proven to be a very wise decision. He is great with the kids, and the need for subs has been great as well.

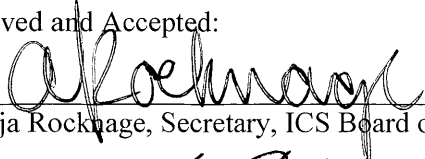
11. Confirm Next Meeting Date and Time – Tuesday, February 8, 2022 at 3:30 p.m.

(Executive Session one hour prior to meeting start time)


12. Adjourn Meeting

Motioned to adjourn at 4:12pm by Michelle, Second by Matthew. Unanimously Approved. (Action #7, attached).

Approved and Accepted:

  
\_\_\_\_\_  
Andreja Rocknage, Secretary, ICS Board of Trustees

2/8/22  
Date

  
\_\_\_\_\_  
Michelle Coleman, President, ICS Board of Trustees

2-16-2022  
Date

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions  
For January 11, 2022  
Action # 1

Action Taken: Motion to approve the December 14, 2021 Board Meeting minutes.  
Motion by: Michelle Haring  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions  
For January 11, 2022  
Action # 2

Action Taken: Motion to accept revised Business Manager's report as presented.  
Motion by: Michelle Haring  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions  
For January 11, 2022  
Action # 3

Action Taken: Motion to table making any changes to Health & Safety Plan until next meeting.  
Motion by: Michelle Haring  
Second: Andreja Rocknage

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>

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Infinity Board of Trustees Monthly Board Meeting Actions  
For January 11, 2022  
Action # 4

Action Taken: Motion to approve 2022-2023 Lottery Rules and Dates with noted revisions.  
Motion by: Michelle Haring  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

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Infinity Board of Trustees Monthly Board Meeting Actions  
For January 11, 2022  
Action # 5

Action Taken: Motion to accept Dauphin County Library Agreement.  
Motion by: Andreja Rocknage  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 6

Action Taken: Motion to approve Federal Programs Complaint Process Document as presented.  
Motion by: Michelle Haring  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 7

Action Taken: Motion to adjourn at 4:12pm.  
Motion by: Michelle Haring  
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Andreja Rocknage	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matthew Blaylock	<u>    X    </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments: