

Infinity Charter School

meeting minutes of the Board of Trustees



INFINITY CHARTER SCHOOL

Date: October 11, 2021 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109

Meeting – Called meeting to order at 3:35 P.M. at Infinity Charter School

Roll Call – In attendance:

Board: Michelle Coleman (Pres.) zoom Michelle Haring (Vice Pres.) X
Megan Mines-Hall (Secretary & Parent Rep) zoom Matthew Blaylock (Treas.) X
Staff: Suzanne Gausman (CEO) X Tammy Geiger (Assistant Principal) X
Shelly Fredericks (Business Mgr.) X

Review and Approval of the September 7, 2021 Board Meeting Minutes—

A motion was made (See Action #1) to approve the Board of Trustee meeting minutes for September.

Information and Proposals—

Announcement of Executive Session: Prior to the regularly scheduled October Board meeting, there was an executive session that was held prior to the public meeting

Community members present included: Joe Crabtree and Sarah Steinhauer.

Committee Reports—

IVO: meeting held this past week with 12 members present. Coordinating plans and activities for the year.

Curriculum Committee Report: Michelle Coleman to coordinate with Mickey Grey on environmental items and see if they could be incorporated into the curriculum.

Grounds Committee: some vandalism on playground. Cable that attaches a seat was cut and severed. Police report filed, replacement part ordered, and the playground equipment vendor will perform the replacement work for free

Policy Committee: no report this month

Business Manager's Report—

Report provided to the board and a motion was made by the Board (See Action #2) to accept the report. No budget concerns. Auditors will be in attendance at the November board of trustees meeting.

Administration Report—

Report was presented by Suzanne Gausman (CEO) and Tammy Geiger (Assistant Principal) and reviewed by the Board.

Phase 2--

Bid opening for Phase 2 construction. The bids were accepted and voted. (See Action #3)

Old Business -

New Business—

- A. **Action Regarding Construction Bids (Phase 2)** Covered with the move made under the Phase 2 section of the agenda
- B. **Induction Program.** New program launched on October 5, 2021. New teachers will be apprised of the policies of Infinity Charter School. There are 5 new teachers and 5 mentors participating this year. (See Action #4)
- C. **Charter Renewal.** - Authorize board president to pursue renewal (See Action #5)
- D. **Comprehensive Plan** - to be approved next month. Draft document will be loaded to the website for a 28 day review

Personnel

- A. Request for family leave - Keri Hess. FMLA request for 8 weeks.
- B. Request for family leave - Julia Isherwood. FMLA request for 12 weeks

Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, November 9, 2021 (Executive session will be held 1 hour prior to the meeting)

Adjournment—

Having concluded all necessary business, a motion (see Action #7) was made to adjourn at 4:04 P.M.

Approved and Accepted:

MME Byers Treasurer

Megan Mines-Hall, Secretary, ICS Board of Trustees

11-9-2021

Date

Michelle Coleman

Michelle Coleman, President, ICS Board of Trustees

11-19-2021

Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions

For October 11 2021

Action # 1

Action Taken: Motion to approve the board minutes of September 7, 2021

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:

	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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 October 11 2021

Action # 2

Action Taken: Motion was made to approve the business manager's report as submitted.

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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

October 11 2021

Action # 3

Action Taken: A motion was made to award contracts for construction of Phase 2 as follows:

Electrical	\$399,290	ElecTech
Plumbing	\$118,296	Mann Plumbing and Heating
HVAC	\$301,508	Mann Plumbing and Heating
General Construction	\$2,346,700	ECI

Alternates
Accept EC-1 Lighting replacement A026 \$5,500 ElecTech

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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 October 11 2021

Action # 4

Action Taken: Motion was made to award end of year stipends of \$1,250 to the 5 teachers performing as mentors this fiscal year.

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:

	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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 October 11 2021

Action # 5

Action Taken: Motion was made to authorize the Board of Trustees President to contact Central Dauphin and begin the process for charter renewal.

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:

	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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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Action # 6

Action Taken: Motion was made to approve FMLA leave requests for: Keri Hess beginning on or around January 3, 2022 - February 25, 2022 and Julia Isherwood beginning on or around January 3, 2022 - March 28, 2022.

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:

	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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 October 11 2021

Action # 7

Action Taken: Motion was made to adjourn the board of trustees meeting for October 12, 2021 at 4:04 P.M.

Motion by: Matthew Blaylock

Second: Michelle Haring

Board Vote:

	Yes	No	Absent	Abstain
Michelle Coleman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<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: