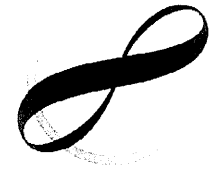


Meeting of the Board of Trustees of the Infinity Charter School

Date: August 16, 2022 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

MINUTES

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Michelle Coleman (Pres.) – via zoom | <input checked="" type="checkbox"/> Shelly Fredericks (Bus. Mgr.) |
| <input checked="" type="checkbox"/> Michelle Haring (VP) | <input checked="" type="checkbox"/> Suzanne Gausman (CEO) |
| <input checked="" type="checkbox"/> Matthew Blaylock (Treasurer) | <input checked="" type="checkbox"/> Tammy Geiger (Asst. Principal) |
| <input checked="" type="checkbox"/> Andreja Rocknage (Secretary & Parent Rep) | |

2. Additions, Deletions, or Modifications to the Agenda
Item “e” added under New Business

3. Review and Approval of the July 12, 2022 Meeting Minutes
Motion for approval by Michelle Haring, Second by Matthew. Approved. (Action #1, attached).

4. Information

- a. Announcement of Executive Session
There was an executive session held one hour prior to the general meeting.
- b. Community/Public Speakers
Lisa Teach – via zoom

5. Committee Reports

- a. IVO
Lisa Teach, IVO Vice President: Summer officers meetings, including with past president Andreja to make for an easy transition. Plan for the year is to hold meetings on the 1st Wednesday of each month and plan events as in previous years, prior to COVID.
Lisa had questions for the board regarding: 1st - when is Back to School night? Suzanne stated it is not determined yet; format will need to be determined as well. 2nd – will large group events be permitted this year? Yes, they will. 3rd – will there be any “event” when Phase 2 construction is complete and if there is, will the IVO have a role? As we don’t know when final completion will be, nothing has been talked about or decided about this as of now.
Officers: Stephanie Patterson, President; Lisa Teach, VP; Diane Rudy, Treasurer; Demali Brunson, Secretary.
- b. Curriculum Committee
Nothing to report
- c. Grounds Committee
Matthew is working with a few companies who do building restoration to see if the brick on the TrimLine building is salvageable. He will be meeting with them over the next few weeks.
- d. Policy Committee – Nothing to report

6. Business Manager’s Report

Standard report and Transfers from Budgetary Reserves were presented. Auditors have completed all necessary onsite work. Title I and Title II have been submitted and approved. We will be applying for two additional grants – Safety & Security and Mental Health. Updated budget to actual is also included for 2021-2022 school year and Commitment of Funds.

Motion for approval of regular report and transfers by Michelle Haring, Second by Matthew. Approved. (Action #2, attached).

7. Administrative Report

Administrative report presented by Tammy Geiger.

8. Old Business

a. First Lego League Challenge

Since the last meeting, there is not a lot to report as Suzanne has not been able to meet with Jason Sowers; that will happen in the next few weeks. Jason has paid registration (donated to the school) for the first team. We also have a new parent who might be a good additional coach.

9. New Business

a. Pay Applications

Two pay applications: ECI #7 - \$405,985.08 and ECI #8 - \$74,727.13; for a total amount of \$480,712.21. Motion for approval by Michelle Haring, Second by Matthew. Approved. (Action #3, attached).

b. Choice Security

Estimate for adding additional cameras to the system to give more visibility in "blind areas", along with switching out a keyless door. We will need to add a few items to their quote based on suggestions from Matthew. Choice has done work for us before, they are a COSTARS member, but it is being double checked with legal counsel to see if we have to go to public bid due to the amount. The safety and security grant we are applying for should cover all these costs.

Motion to approve moving forward to establish additional security measures in the amount not to exceed \$25,000 by Michelle Haring, Second by Matthew. Approved. (Action #4, attached).

c. BSSF Letter of Engagement for 2021-22 Financial Audit

Standard letter of engagement, with max amount to be \$18,700 fee for the audit. They were under their max amount last year.

Motion for approval by Michelle Haring, Second by Matthew. Approved. (Action #5, attached).

d. Health & Safety Plan/Viruses Updates

Infinity Health & Safety plan will be updated to reflect current CDC guidelines and recommendations.

Motion for approval by Michelle Haring, Second by Matthew. Approved. (Action #6, attached).

e. Maggie

Maggie is Tammy's dog and is now a certified therapy dog. Tammy is asking for permission to have Maggie on site with her during school. She will be leashed with Tammy at all times, kids will be required to wash their hands before and after petting her, Maggie will also be required to be well groomed. She will not interfere with instruction, and accommodations will be made for kids who have allergies. All other guidelines set forth for therapy dogs in schools will be followed. Tammy and Maggie will also have an additional \$1 million insurance policy in place through Alliance of Therapy Dogs for while she is at school. The question was brought forward as to whether something should be in writing in the school policies regarding therapy dogs. Tammy stated that Jeff has already given us a sample policy. The policy committee will work with him and Tammy to come up with the correct verbiage, etc.

Motion for approval of "just Maggie" to be a part of the ICS Family with general policy to follow by Michelle Haring, Second by Matthew. Approved. (Action #7, attached).

10. Personnel

Nothing to report

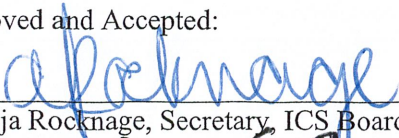
11. Confirm Next Meeting Date and Time – Tuesday, September 13, 2022 at 3:30 p.m.

(Executive Session one hour prior to meeting start time)

12. Adjourn Meeting

Motion to adjourn at 4:15pm by Michelle Haring, Second by Matthew. Approved. (Action #8, attached).

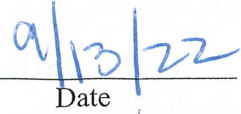
Approved and Accepted:



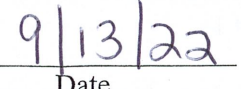
Andreja Rocknage, Secretary, ICS Board of Trustees



Michelle Coleman, President, ICS Board of Trustees



Date



Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 1



Action Taken: Motion to approve the July 12, 2022 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:

Infinity Charter School
5405 Locust Lane
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Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 2

Action Taken: Motion to approve Business Manager's Report.
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:

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions

For August 16, 2022

Action # 3

Action Taken: Motion to approve pay applications ECI #7 - \$405,985.08 and ECI #8 - \$74,727.13; for a total amount of \$480,712.21.

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 August 16, 2022
Action # 4

Action Taken: Motion to approve moving forward to establish additional security measures in the amount not to exceed \$25,000.

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:

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 5

Action Taken: Motion to approve BSSF Letter of Engagement for 2021-22 Financial Audit
.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:

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 6

Action Taken: Motion to change Infinity Health & Safety plan to reflect current CDC guidelines and recommendations.
Motion by: Michelle Haring
Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andreja Rocknage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michelle Haring	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Blaylock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Infinity Charter School
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Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 7

Action Taken: Motion to approve “just Maggie” to be a part of the ICS Family as a therapy dog with general policy to follow.

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:

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For August 16, 2022
Action # 8

Action Taken: Motion to adjourn at 4:15pm.
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:

