

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

Date: March 14, 2023      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 – 3:30pm
  - Michelle Coleman (President) via Zoom     Andreja Rocknage (Secretary & Parent Rep.)
  - Michelle Haring (Vice President)       Suzanne Gausman (CEO)
  - Matthew Blaylock (Treasurer)       Tammy Geiger (Asst. Principal)
  - Shelly Fredericks (Bus. Mgr.)
  
2. Additions, Deletions, or Modifications to the Agenda
  - Adding under New Business, letter “d” Rosetta Stone Software/License
  - Adding under New Business, letter “e” Trimline Building
  
3. Review and Approval of the February 14, 2023 Meeting Minutes
  - Motion for approval by Michelle H., second by Matthew. Unanimously approved. (Action #1, attached)
  
4. Information
  - a. Announcement of Executive Session
    - There was an Executive Session held immediately prior to the public session.
  - b. Community/Public Speakers
    - Mr. Reed-Porter, Infinity Teacher – WiFi issue: not all students can get on at the same time when trying to do Rocket Math, etc. Suzanne stated that when the issue was brought up during a staff meeting, she notified Robert and he made some adjustments but had not heard any complaints since then. Michelle stated that the Board will look into the issue and hopefully have some resolution soon.
  
5. Committee Reports
  - a. IVO
    - No report from the IVO
  - b. Curriculum Committee
    - Michelle C. has been working with Shelly on the Summer Program.
  - c. Grounds Committee
    - Report will be given during the Phase 2 Update
  - d. Policy Committee
    - Nothing to report
  
6. Business Manager’s Report
  - Standard business managers report was presented by Shelly.
  - Motion to accept Business Manager’s Report by Michelle H., second by Matthew. Unanimously approved. (Action #2, attached)
  
7. Administrative Report
  - Admin report was presented by Tammy.
  
8. Phase 2 Update
  - Matthew spoke with the fire department about Infinity donating the Trimline building for training. John Fogg is the trainer/supervisor in charge on the fire department side. There are things to be considered, primarily the building needs to be fully torn down within two months of it being burned down so we need to have a demo date established. Until they are ready to fully burn it down, the Fire Department would like to use it for various trainings. At this point, we will need to get quotes for demolition and Matthew will continue to work with John on coordination.

9. Old Business

a. Summer Program – Transition into Kindergarten

Program continues to be developed, details and procedures continue to be finalized. A budget has been set at NTE \$5,000 for the whole program. Grant money will be used to cover costs of the program. Motion for approval of budget by Michelle H., second by Matthew. Unanimously approved. (Action #3, attached)

10. New Business

a. Pay Applications

Total payment for two pay applications is \$6,608.06. Motion for approval by Michelle H., second by Matthew. Unanimously approved. (Action #4, attached)

b. 2023-2024 School Calendar

Draft calendar presented for the next school year. Suzanne and Tammy still getting input from teachers, Board decided to postpone approval until April.

c. 2023-2024 Budget

Initial rough draft has been completed and presented, budget still being worked on and tweaked. Final approval will be asked for at June meeting.

d. Rosetta Stone Software & License

Suzanne met with a representative from the Rosetta Stone company. This would be used as supplement to language classes, especially middle school, to provide easier/better differentiation between new/old students. After 100 licenses, the fee would allow the whole school (and families) access to Rosetta Stone. The cost would be approximately \$13,000 for first year whole school license, including one-time set-up and annual fee. Money would come from ESSR Grant(s) that must be used by this September. Suzanne is asking the board to approve a NTE amount of \$14,000 to pilot this program.

Motion for approval by Michelle H., second by Matthew. Unanimously approved. (Action #5, attached)

e. As discussed under "Phase 2 Update" Matthew is asking for approval for the Trimline building to be donated to the fire department for training; up to and including them burning it completely down.

Motion for approval by Michelle H., second by Andreja. Unanimously approved. (Action #6, attached)

11. Personnel

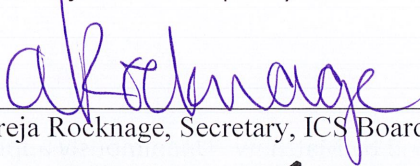
Nothing to report

12. Confirm Next Meeting Date and Time – Tuesday, April 11, 2023 at 3:30 p.m.

(Executive Session one hour prior to meeting start time)

13. Adjourn Meeting

Motion adjourn at 4:09pm by Michelle H., second by Matthew. Unanimously approved. (Action #7, attached)



Andreja Rocknage, Secretary, ICS Board of Trustees

4/11/23

Date



Michelle Coleman, President, ICS Board of Trustees

4/11/23

Date

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions  
For March 14, 2023  
Action # 1

Action Taken: Motion to approve the February 14, 2023 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 March 14, 2023  
Action # 2

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

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Infinity Board of Trustees Monthly Board Meeting Actions  
For March 14, 2023  
Action # 3

Action Taken: Motion to approve the budget for the Summer Program – Transition into Kindergarten.  
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 March 14, 2023  
Action # 4

Action Taken: Motion to approve two pay applications totaling \$6,608.06.

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 March 14, 2023  
Action # 5

Action Taken: Motion to approve the purchase of Rosetta Stone Software and licenses.  
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"/>

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 6

Action Taken: Motion to approve donating the Trimline building to the fire department.  
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>

Comments:



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Action # 7

Action Taken: Motion to adjourn.  
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: