

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

Date: December 12, 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 – call to order at 3:30pm

<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"/> Tammy Geiger (CEO)
<input checked="" type="checkbox"/> Matthew Blaylock (Treasurer)	<input checked="" type="checkbox"/> Julia Isherwood (Dir. of Curric. & Instr.)
<input type="checkbox"/> Abs Andreja Rocknage (Secretary & Parent Rep)	

2. Additions, Deletions, or Modifications to the Agenda

No additions or deletions. BSSF audit presentation, listed under New Business c. will occur right after the Review and Approval of the prior meeting's minutes.

3. Review and Approval of the November 14, 2023 Meeting Minutes

Motion for approval by Michelle H., second by Matthew B. Unanimously Approved. (Action #1, attached)

4. Information

a. Announcement of Executive Session

There was an executive session held immediately prior to the public meeting.

b. Community/Public Speakers – there is a 30-minute limit on this section of the meeting, with a max of five minutes per person, as stated in the Board procedures. See list of attendees.

Via Zoom (speaking):

Wendy Langan asked about when she was allowed to speak and ask questions about the new sub-committee that will be established to research and address the recess issue.

Observing in person: Mr. Reed-Porter, Mrs. Zeppuhar, Ms. McQuate, Mrs. Orth, Mrs. Walker, Sarah Steinhaur

Via Zoom but not speaking: Debbie Wenger, Ted Knorr, Jana, Tiffany Johns Davis, Alyssa, Ronaldo Davis

5. Committee Reports

a. IVO

No report.

b. Curriculum Committee

Michelle C. gave the report. In response to a lengthy proposal that was submitted to request extended recess time, the committee asked permission to form a sub-committee to look into the request. The sub-committee will be made up parents, staff and an ICS board member. The ICS board will determine who will be the board rep on the sub-committee. Wendy L. added that they have several parents who are ready to serve on the sub-committee. Motion granting permission for the Curriculum Committee to form a sub-committee to analyze the recess proposal was made by Michelle H., seconded by Matthew B. Michelle C. abstained. Motion passed. (Action #2, attached)

The Curriculum Committee will also review the school's policies related to disciplinary practices and procedures.

c. Grounds Committee

Matthew Blaylock suggested possibly enclosing the courtyard area for morning recess. Michelle Coleman made a motion to allow the grounds committee to investigate turning a portion of the grounds into a safe play area, away from traffic, for students to have additional outdoor time, seconded by Michelle H. Matthew B. abstained. (Action #3, attached)

d. Policy Committee

Nothing to report.

6. Business Manager's Report

Standard Business Manager's Report presented by Shelly.

Motion to accept monthly report and 2022-2023 Financial Audit made by Michelle H., second by Matthew B. Unanimously Approved. (Action #4, attached)

7. Administrative Report

Administrative Report presented by Julia Isherwood. It was noted that ICS ranked in the top 20 PA schools for PSSA scores.

8. Old Business

None

9. New Business

a. Health and Safety Plan Review

We continue to review and follow the CDC guidelines. At this point, there are no changes to the Health and Safety Plan.

b. Tender Touch proposal for tree removal

There are 8 trees on the right side of the building that need to be removed, as they could potentially fall and hit the building. Motion to accept the Tender Touch Lawncare proposal for tree removal at a cost of \$2,000 made by Michelle H., seconded by Matthew B. Unanimously approved. (Action #5, attached)

c. BSSF Audit Presentation

Scott Henry and Jeff Walker from Brown, Schultz, Sheridan and Fritz gave a streamlined presentation of the 2022-2023 Financial Audit. The auditors were able to give a clean audit opinion, as noted in the audit report.

d. 2024-2025 School Year Lottery Rules/Dates

Tammy presented the lottery rules for the 2024-25 school year, updated to reflect the current year application deadlines and lottery date of 4/5/2024. Motion to accept the April 5, 2024 lottery date made by Michelle H., second by Matthew B. Unanimously approved. (Action #6, attached)

10. Personnel

None

11. Confirm Next Meeting Date and Time – Tuesday, January 9, 2024 at 3:30 p.m.

(Executive Session one hour prior to meeting start time)

12. Adjourn Meeting

Motion to adjourn at 4:14pm by Michelle H., second by Matthew B. Unanimously Approved. (Action #7, attached)

Matthew E. Blaylock  
Matthew Blaylock, Treasurer, ICS Board of Trustees

Michelle A. Coleman  
Michelle Coleman, President, ICS Board of Trustees

1-9-2024  
Date

1-09-2024  
Date

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions  
For December 12, 2023  
Action # 1

Action Taken: Motion to approve the November 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>          </u>	<u>          </u>	<u>    x    </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 December 12, 2023  
Action # 2

Action Taken: Motion to grant permission for the Curriculum Committee to form a sub-committee to analyze the recess proposal submitted by parents.

Motion by: Michelle Haring

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	_____	_____	_____	_____x_____
Andreja Rocknage	_____	_____	_____x_____	_____
Michelle Haring	_____x_____	_____	_____	_____
Matthew Blaylock	_____x_____	_____	_____	_____

Comments

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Infinity Board of Trustees Monthly Board Meeting Actions  
For December 12, 2023  
Action # 3

Action Taken: Motion to allow the grounds committee to investigate turning a portion of the grounds into a safe play area.

Motion by: Michelle Coleman  
Second: Michelle Haring

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

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Infinity Board of Trustees Monthly Board Meeting Actions  
For December 12, 2023  
Action # 4

Action Taken: Motion to accept Business Manager's report and 2022-2023 Financial Audit 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>          </u>	<u>          </u>	<u>  x  </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 December 12, 2023  
Action # 5

Action Taken: Motion to accept the Tender Touch Lawncare proposal for tree removal at a cost of \$2,000.  
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>          </u>	<u>          </u>	<u>  x  </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  
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Action # 6

Action Taken: Motion to accept April 5, 2024 as the date for the 2024-2025 school year lottery.

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>          </u>	<u>          </u>	<u>    x    </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  
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Action # 7

Action Taken: Motion to adjourn at 4:14pm.  
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>          </u>	<u>          </u>	<u>  x  </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