

Meeting of the Board of Trustees of the Infinity Charter School

Date: January 9, 2024 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

MINUTES

1. Call Meeting to Order and Roll Call – 3:40pm

- | | |
|--|--|
| <input checked="" type="checkbox"/> Michelle Coleman (Pres.) via Zoom | <input checked="" type="checkbox"/> Andreja Rocknage (Secretary & Parent Rep) |
| <input checked="" type="checkbox"/> Michelle Haring (Vice President) | <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 checked="" type="checkbox"/> Shelly Fredericks (Business Manager) | |

2. Additions, Deletions, or Modifications to the Agenda

Additions to New Business –

Item B: Proposal to install door Alarms and Item C: Invoice from Lower Paxton Fire Department

3. Review and Approval of the December 12, 2023 Meeting Minutes

Motion for approval by Matthew, second by Michelle H. One abstention, Andreja. 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 – *Note, 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.*

In Person (speaking) – Victoria from Victoria's Cleaning (will speak under New Business)

In Person (observing) – Brandon Reed-Porter, Katie McQuate, Stacey Lejcar

Via Zoom (speaking) - none

Via Zoom (observing) - none

5. Committee Reports

a. IVO

Holiday Lunch and Staff Gifts provided. Skating Party this Saturday. Meals will be provided for conferences on January 25 and 26

b. Curriculum Committee

Michelle Coleman reported on the following items the curriculum committee/she has been working on: Recess Sub-committee – information is being pulled together now. Interested individuals will be emailed with suggestions for time and date of first meeting. General information will be available at the first meeting. The board will discuss and approve the committee, hopefully by the end of the week. We have also been discussing fundraising opportunities in conjunction with the grounds committee for potential upgrades of the outside grounds for additional recess locations.

Disciplinary Complaints/Committee – still being discussed, paperwork will be submitted to the policy committee as soon as possible.

c. Grounds Committee

Matthew reported that it was a very busy break. The TrimLine building was finally burned down and the hole was filled in with dirt and gravel. The sign was left so that it would remain “grandfathered” in for future use. The library door was taken off, the foundation and pad were torn out, the new pad has been

poured and the new foundation is in. A few tiles around the building need to be replaced, we will hopefully have this done during spring break. An interior window was also replaced that had been broken.

- d. Policy Committee
Nothing to report

6. Business Manager's Report

Standard Business Manager's report presented by Shelly. She received the tax return this week, so once it is signed it will be sent off and be done for the year. Also, State Ethics Commission forms will need to be filled out by all board members

Motion to accept report as presented by Matthew, second by Michelle H. Unanimously approved. (Action #2, attached)

7. Admin. Report

Administrative Report presented by Julia.

8. Old Business

9. New Business

- a. Victoria's Cleaning Service, contracted services

Victoria is here to introduce herself (her and her husband are owners of the cleaning service) and they have some ongoing issues.

Gym Floor – primarily from after school kids (not from regular school day activities): consistently drink spills, trash, marks, etc. There is also a rip in the floor and after school activity leaders are ripping the trash bags with them.

Paper towels are being taken out of the janitor's closet and there continue to be issues in some of the bathrooms. Drinks are not being emptied before being put in the trash or recycling.

All of these issues lead to loss of product and time. The contract is for a set number of hours and they are going over.

Victoria would like to purchase a chemical free floor cleaning machine at \$8500, but it's too expensive for her to buy, and doesn't want to invest in something that can only be used here if their contract is cancelled. She also mentioned that they feel some of the teachers do not respect her and her husband. She is thankful for the contract and the opportunity to work here, and wants to work together.

Matthew would like the information on the cleaning machine.

Michelle C. thanks Victoria for coming to the meeting and bringing these things to our attention. We will talk as a board and with staff regarding the things that were brought up.

- b. Proposal to install Door Alarms

Shelly is asking for approval of door alarm installation by Securewire Technologies in the amount NTE \$7,000. These alarms would sound if doors were left propped open. This money will come out of one of the physical safety grants, if we do not get the grant, we will not proceed.

Motion for approval contingent upon grant approval by Matthew, second by Michelle H. Unanimously approved. (Action #3, attached)

- c. Invoice from Lower Paxton Fire Department

After TrimLine was burned, we received (unbeknownst to us) an invoice from Lower Paxton Fire Department for the training burn in the amount of \$5,375. Shelly will look through all paperwork before submitting payment.

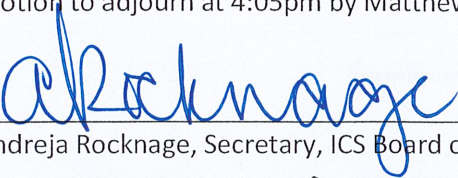
Motion for approval by Matthew, second by Michelle H. Unanimously approved. (Action #4, attached)

10. Personnel

11. Confirm Next Meeting Date and Time – Tuesday, February 13, 2024 at 3:30 p.m.
(Executive Session one hour prior to meeting start time)

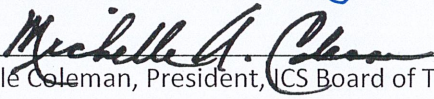
12. Adjourn Meeting

Motion to adjourn at 4:05pm by Matthew, second by Michelle H. Unanimously approved. (Action #5, attached)



Andreja Rocknage, Secretary, ICS Board of Trustees

2/20/2024
Date



Michelle Coleman, President, ICS Board of Trustees

2/20/2024
Date

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For January 9, 2024
Action # 1

Action Taken: Motion to approve the December 12, 2023 Board Meeting minutes.
Motion by: Matthew Blaylock
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> </u>	<u> x </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 9, 2024
Action # 2

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

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 9, 2024
Action # 3

Action Taken: Motion to approve installation of door alarms contingent upon grant approval.
Motion by: Matthew Blaylock
Second: Michelle Haring

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 9, 2024
Action # 4

Action Taken: Motion approve payment of invoice from Lower Paxton Fire Department in the amount of \$5,375.
Motion by: Matthew Blaylock
Second: Michelle Haring

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
For January 9, 2024
Action # 5

Action Taken: Motion to adjourn at 4:05pm.

Motion by: Matthew Blaylock

Second: Michelle Haring

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