#### **Board of Trustees Monthly Board Meeting Minutes**

For

Tuesday, August 12, 2014

Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Meeting—called meeting to order at 7:38 P.M.

Roll Call—in attendance:

٠	Board:	Michelle Coleman (Pres)X_	William Beaver (V.P.)X_
		Joseph Schell (Sec.)_X	Michelle Haring (Parent Rep.) _X
		Matt Blaylock (Treas.)X	
•	Staff:	Suzanne Gausman (CEO/Prin.)_	abs Shelly Fredericks (Bus. Mngr.)_X

#### Minutes-

 Board moved and approved the ICS Board minutes from the July 8, 2014 Board meeting, as submitted. (See Action # 1)

Parent/Community Member Comments: No comments or questions were presented.

**IVO Reports:** In the absence of an IVO rep. Shelly provided the Board with an IVO-generated schedule of proposed activities for the 2014-15 SY. The proposal reflects a continuation of the existing activities and IVO was not asking for additional funds, beyond the \$1000 budgeted for this coming school year. There were no objections noted. It should, in fact, be noted that the Board sincerely appreciates the ongoing effort put forth by the IVO as it works, in concert with the school, for the betterment of staff and students.

### **Business Manager's Report—**

- Report was presented by Shelly Fredericks (Bus. Mngr.) and reviewed by the Board (See attached).
- Board discussed various issues in the report related to: (1) Website-It was noted that

the General Fund Balance, as well as the Treasurer's report will now be available for perusal. (2) Metro Bank Investment Option: The Bank is offering a 2.23% interest rate on 55 month CD investments over \$500. Given our present financial status it was decided to table any decisions regarding investing until we have a clearer picture of needed revenues for construction/expansion. (3) Management Representation Letter: A letter has been directed to the Dept. of the Auditor General confirming, to the best of our knowledge, compliance with all laws and regulations pertaining to information provided during the fiscal audit completed for the period from July 1, 2008 to July 1, 2012. (4) ICS Approved Budget for 2014-15: It should be noted that, when reviewing the revenue ledger for the new fiscal year, the first payments from districts whose students are attending ICS, do not generally appear in the operating budget until the end of September.

#### CEO/Prin. Report-

 Report was presented by MAC in Suzanne Gausman's absence and reviewed by the Board (See attached).

#### Old Business--

• MAC provided feedback to the Board regarding her investigation/inquiry with DCNR/DEP and reported their willingness to provide assistance and support as we generate grant applications, amounting to \$25,000, for growing greener. In addition, two grants are available, amounting to \$1500-\$2000 each, for wetland development. She will spearhead the application process and coordinate efforts with Suzanne to infuse the goals into the themes as they relate to our environmental education objectives.

#### New Business-

- A. Board Elections: Action was taken, in the form of a motion (see Action #2) to elect existing Board members to specific positions on the Board. Further, action was taken, in the form of a motion (see Action #3) to appoint existing Board members to Chair specific committees for the 2014-15 SY.
- B. Crabtree Rohrbaugh Presentation: Josh Bower, Sr. Project Mngr., provided a project update of Phase 1 of the new building. The overview consisted of (1) Progress to Date: meetings held with committee members pertaining to the projected # of classrooms and offices needed as well as educational specifications required by law (it is anticipated that the initial estimated costs will be available at the next meeting), and (2) Project Schedule: The project is broken down into three phases with (a) schematic design to be completed by August, '14, (b) land development to be completed by Feb. '15 and © construction to begin in March, '15. Certification options (I.e. Leed and Green Globe)

were discussed. Strong emphasis is being placed on energy costs/savings as it is a big issue in architectural and engineering design considerations. Further, the firm has offered to make a presentation at our Open House in the Fall. Josh noted the need for the land to be re-surveyed and action was taken, in the form of a motion (see Action #4) for Crabtree to hire a surveyor, at a cost not to exceed \$6,000, to complete this task.

- **C.** Classroom Configuration: It has been determined by the Board that it would be financially and educationally prudent to move forward at this juncture and add an additional K/1 class for the 2014-15 SY. The necessary steps are being taken to implement the initial phase of our program expansion.
- **D. New Policies:** Action was taken, in the form of a motion (see Action #5), to accept the proposed new policies (i.e. #103-Volunteers, #331-Field Trips, #503- Public), effective immediately. These policies will be available for review on the website in the very near future.
- **F. PA Educator.Net Contract:** Action was taken, in the form of a motion (see Action #6), to accept the recommendation of the Administration to renew membership in PA Educator. It is a valuable resource for finding perspective candidates for employment.
- **G. 2013-14 Charter School Annual Report Approval:** Action was taken, in the form of a motion (see Action #7), to approve the 2013-14 Charter School Annual Report as submitted.
- **H. Personnel Issues:** Action was taken, in the form of a motion (see Action #8), to accept the letter of resignation, submitted by the music teacher, effective immediately. Action was further taken, in the form of a motion (see Action #9), to hire the following, in the positions so noted, for the 2014-15 SY.

Personnel	Position
Sarah Williams	Music
Michelle McGowan	3/4
Vivian Galebach	K/1
Katrina Magaard	Counselor
Beth Roberts	Paraprofessional

I Real-estate Tax Exemption Application: MAC shared with the Board that she and the Administration have submitted an application for tax exempt status for the new property on Locust Lane. The application includes projected educational use of the property this coming school year and, if accepted, will save ICS \$10,000 in tax assessment.

### 11. Confirmation of Next Board Meeting-

It is expected that the next regularly scheduled Board meeting will be held on Tuesday, September 9, 2014 at 3:30 PM.

(Executive session is scheduled to begin at 2:30 PM)

### **Board Meeting Adjournment--**

Hearing no further business to be addressed by the Board at time, a motion to adjourn was made by Bill Beaver and seconded by Matt Blaylock. With agreement of all members present, MAC closed the meeting at 8:45 PM

Approved and Accepted:

Joseph Schell, Secretary, ICS Board of Trustees

Date

Michelle Coleman, President, ICS Board of Trustees

Date

## **Board of Trustees**

### Action #1

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken: Motion to approve the July 8, 2014 Board meeting report, as submitted.							
				*			
Motion by: JS							
Second: MB							
Board Vote:	Yes	No	Absent	Abstain			
Michelle Coleman	**************************************		**************************************	~107+h-0050708096664.3e18-060.0 4e10-060407081.01044e			
William Beaver							
Joe Schell	**************************************			surdavariabulus del Artificio de santino de santino de calendar santino de sa			
Michelle Harding		week distributed with distributed design and distributed in the consensate of all defined as a second					
Matt Blaylock	XIII AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA	dunemost connectivación recolares por excelores de un debundad de connectivación de un debundad de connectivación de con	viscos estabaciones de contractor de Actividad de Contractor de Contract				
s							
Comments:							

### **Board of Trustees**

### Action #2

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

**Action Taken:** Motion to approve the election of the following Board members to their respective positions on the ICS Board:

Board M	ember	Position					
C.	Michelle Coleman		President				
\	William Beaver		Vice-preside	nt			
	oseph Schell		Secretary				
1	Matthew Blaylock		Treasurer				
Motion by: MH							
Second: MB							
Board Vote:	Yes	No	Absent	Abstain			
Michelle Colema	XX		Association of the control of the co				
William Beaver	Name of the State		Names in the control of the control				
Joe Schell			ulbana memili mili mada sabab kahada kali didak di sisa sa 1970 orto 3000	uacuscassossossos enversous adeisse — full-fin-rose			
Michelle Hardin	SX			we as necessary as a satisfied which decreases the lattice of th			
Matt Blaylock							
Comments:							

### **Board of Trustees**

### Action #3

# Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

**Action Taken:** Motion to approve the assignment of the following Board members to their respective Chair positions on the ICS Board:

**Board Member** 

Comments:

Michelle Coleman

**Chair Position** 

Curricula

	William Be	eaver		Policy/By Laws			
	Joseph Scl	nell		Personnel			
	Matthew	Blaylock		New Construction/Finance			
	Michelle H	Haring		IVO/Yearbook			
Motion by: MH							
Second: MB							
Board Vote:	Y	es	No	Absent	Abstain		
Michelle Colem	nan	X <sub>maximus</sub> aninaninaninaninaninaninaninaninaninani	rapreprietae debit kan ilikulukun juurulup cund debit ilikulukun juurulup cund cund debit ilikulukun juurulup cund cund debit ilikulukun juurulup cund cund cund cund cund cund cund cund		dead Communication Control Con		
William Beaver	g. erzezencjeljentekterijeldekte		manus de la composiçõe de				
Joe Schell	numpring the Anglican destruction		Approximation and approximation of the second secon	-co. Accidental das Clares PC (ISS) services Berlinkos (ISS)	ngindangki mga kadaka danahanian da da Baras (30 am)		
Michelle Hardi			noonterprised makkakakakakakakakakakakakakakakakaka	Oppose the Association of Conference of Conf			
Matt Blaylock	-stangen grynfes skillstanderskale		de-mittainmee-sussassistyteipulijanis-endometest. «************************************	renovemplaturis da sissipo chi di consiste della disconsista dalla di consiste	Constitution of the American State of the Am		

### **Board of Trustees**

### Action #4

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken:	Motion	directing	Josh	Bower,	Sr.	Project	Mangr.,	to	hire	a s	surveyor	to	re-survey	the
Locust Lane pro	perty, at	a cost no	t to e	xceed \$	6,00	00.								

Second: MB				
Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman				
William Beaver	X			
Joe Schell	X	ERARDORIS ERARDORIS ARRIVANTA DE LA RESPECTA DE LA RESPE		
Michelle Harding	X		WARDING HOUSE AND AMERICAN AND AND AND AND AND AND AND AND AND A	
Matt Blaylock	XX		en un transferant de mychophero mental distribute des des ambient in species per primer de mobient de la companya de mobient de la companya de mobient de la companya de	

Motion by: MH

### **Board of Trustees**

### Action #5

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken: Moti	Action Taken: Motion to accept the new policies pertaining to:								
#103-VOLUNTEERS									
#33	#331-FIELD TRIPS								
#50	3-PUBLIC PARTIC	IPATION IN BOAI	RD MEETINGS						
Motion by: MB									
Second: WB									
Board Vote:	Yes	No	Absent	Abstain					
Michelle Coleman	X	Many reduced to the April Control of the Control of							
William Beaver			шиналистрафиятельного подоставления подоставл						
Joe Schell	Accession of the second of the	Character and the property of the company of the co		ease to colorate enteresses and which the purpose and an extension of the colorate enteresses and the colorate enteres					
Michelle Harding		woodkaandeeleestiigo ahkaakkeelakkaakkaakkaalkaalkaalkaa		made and a substitution of the substitution of					
Matt Blaylock		-maryimatedy-major decreases in the Article Act Albert All (Albert Albert Alber	-poj-furnovija fur fur da Main oda huda kala sa kake i ka naka da kali di sa kala da kali di sa kala da kali d	ikenshukubbalik kilimili idon sopra sopra kananan kananan kanan kanan kanan kanan kanan kanan kanan kanan kana					

### **Board of Trustees**

### Action #6

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken: 19 2014-15 SY	Motion	to accept	the recon	nmendation	n to renew	membership i	in PA Edu	ıcator for	the
Motion by: MB									
Second: WB								,	
Board Vote:	,	Yes	No	į	Absent	Abstain			
Michelle Colema	n	X	eranderstandsschaftstatische der seiner schaftste eine der seine schaftste eine seine seine seine seine seine s	makuriositai-kassassiik- ssssyirikko	von japteen aavald alainkui kiristeen tiis valitakin kastaatakin aan maatee		weaton-		
William Beaver	-ccors-substitution	X Lindelling Marketing Control	microscock film and deline registros delined. Approximate the	ookeatigatuuninhalikkii viimisko-akkii			Leave		
Joe Schell	-manus principula (pin	X	man three Challegia have of the since shall be that it is the shall be	Clinician daire de characteristica de Company de Compan			tidentiday		
Michelle Harding	) www.common.com	X	designation of the state of the	norskirokoniniskiniskibib- Bokecoviet		NA TREATMENT OF THE PROPERTY O	endels:		
Matt Blaylock	ensyrikensolennoù vels	X	enneken der skipligge diele des heist keist kensten de slee	MANAGEMENTAL ASSA AGENCIES	Assa birintas assa kasa kasa kasa kasa makaa kasa oo mara ad oo miska	s salve-manajarankia sespiranyoliah kang naukasemining sistemas	ensiar .		

### **Board of Trustees**

### Action #7

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken:	Motion to approve the 2013-14 Charter School Annual Report as submitted.

Motion by: MB

Second: MH

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman			-gryph-mystery-schimistusses Edwind Edwinderformstromen Andrew Personal	
William Beaver	X	stabilities opposition propriess propriess and pump distributed blood of the World of Edit of Edit of		NAME AND ADDRESS OF THE PROPERTY OF THE PROPER
Joe Schell		espelaterosporporarios en en marcia de principa de de desta de la composição de la composiç		Made and account of the control of t
Michelle Harding		name and conjumental and access to a popular description of the conference of the co		
Matt Blaylock		Mouse and a visit and the option month and add add and a character and a chara		

### **Board of Trustees**

### Action #8

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Action Taken: Moti teacher.	on to accept	the letter of res	ignation of Olivia H	Hartlaub from h	er position as music
Motion by: JS			,		
Second: WB					
Board Vote:	Yes	No	Absent	Abstain	
Michelle Coleman	X orange and a second		*000019019031000000000000000000000000000		
William Beaver		ya kina kina na yangan kina siyaki kila eli baki a enaki sim islim kom nin kila tar	assential de recenti de la		
Joe Schell	A STATE OF THE PARTY OF THE PAR				
Michelle Harding	nonamental de la constitución de		securio del del misma de malo di inscruenza anno de al de modo mosmo con la secu	n-andonyahangunerunahera esee iiiin an akensusonga saper	
Matt Blaylock			Constitution of the content of the c		

#### **Board of Trustees**

### Action #9

## Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

**Action Taken:** Motion to accept the recommendations by our CEO to hire the following persons and assign them to the following positions for the 2014-15 SY.

	STAFF	MEMBER	POSI	TION
		Sarah Williams	Music	
		Michelle McGowan	3/4	
		Vivian Galebach	K/1	
		Katrina Magaard	Counselor	
		Beth Roberts	Paraprofessional	
Motion by: JS				
Second: WB				
Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	X atomiciologica	ADDIZIONE CONTRACTOR C		man simulan dag undak kalaba k
William Beaver	A COMPANION AND A COMPANION OF THE PARTY OF	assassasiania assassasianianassasianindo-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-quint-periode-qui	um essenten er sille de legenda held de le com com de proposition con nomen con el com de la del	
Joe Schell	X	egen proposed je men opkende plenske de die die die die die die die die die		Assessed by Appell 2010 to the collection of the
Michelle Harding	X.	specification and state of the specification of the		- And Andread Control of Control
Matt Blaylock		and the second of the second o		

			¥
			ris.