



### **Business Manager's Report--**

- Report was presented by Shelly Fredericks (Bus. Mngr.), and reviewed by the Board (see attached). A motion was made to approve the report, as submitted. (See Action #2)

### **CEO/Director's Report—**

- Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board (See attached).

### **Old Business—**

**A. Locust Lane Property update:** As of this date no occupancy permit information is available. The construction/financing proposals need to be reviewed/discussed.

**B. Chesapeake Bay Foundation:** We were unsuccessful in our attempt to partner with this organization in the development of the grant for our outdoor education project at the Locust Lane facility. Michelle Coleman has reached out to the Paxton Creek Watershed group, and they are interested in partnering and providing technical assistance.

### **New Business--**

**A. Approval of 2015-16 proposed lease agreement from PUC:** After reviewing the draft proposal for the lease of the school building for the '15-'16 school year, a motion was made to approve the agreement, which reflects a 1.7% increase over this year's agreement (see Action # 3).

**B. Approval of 2015-16 ICS General Fund Budget:** After reviewing the final draft proposal for next year's operating budget, which reflects a total anticipated expenditure of \$1,530,227, with anticipated revenues estimated at \$1,536,600, a motion was made to approve and submit said budget proposal to the State (see Action # 4).

**C. Application of 2014-15 Application for Charter School Lease Reimbursement:** A motion was made (see Action # 5) to submit a request to PDE for reimbursement of \$8,880 for lease expenses for the 2014-15 school year.

**D. 2015-16 Board Meeting Dates:** A motion was made to approve the proposed Board meeting dates (see Action # 6) for the 2015-16 SY. Such regularly scheduled meetings will be held on the 2<sup>nd</sup> Tuesday of each month with the general session to begin @3:30 p.m. and executive sessions, when deemed necessary, to begin @ 2:30 p.m.

**E. Suicide Policy:** Per a requirement by PDE, a motion was made to approve a suicide prevention policy (see attached) for ICS, to be implemented, effective July 1, 2015. (see Action # 7).

**F. Parent Handbook Attendance Policy Updates:** Policies to be included in Parent Handbook

will be discussed on 6/23/15. See below.

**G. Architect Approval:** Contract with Crabtree Rohrbaugh Associates to be discussed on 6/23/15. See below.

**H. New Board Membership:** A motion was made (see Action # 8) to approve the appointment of Alexis Schrock to the ICS Board of Directors, as a non-voting Associate Trustee.

**Personnel—**

**A. Summer Library Work:** A motion was made to approve hiring Amanda Nace to continue her work on cataloging and computerizing the ICS library and theme resources. (see Action # 9)

**Board Meeting Recess:** Having no further business to be addressed at this time, a motion was made (see Action # 10) to recess until June 23, 2015 at which time this meeting will continue, beginning at 9:00 a.m. for the specific purpose of dealing with those issues so noted under old business.

**Board Meeting Continuation:** The Board reconvened at 10:00 am on 06/23/15. The following members were in attendance: Michelle Coleman, Michelle Haring, Bill Beaver, Matthew Blaylock, Alexis Schrock, Suzanne Gausman, Shelly Fredericks and Brian LaForme (Charter Choices).

- A. The Board reviewed and discussed the financing proposals received from our RFP for financing of the Locust Lane renovation/construction project.
- B. Board policies for Controlled Substances, Unlawful Harassment, Student Code of Conduct, ESL and Surrogate Parents will be updated/approved at the next regularly scheduled board meeting. These policies are included in our Parent Handbook.
- C. Executive Session was held between 10:30 – 11:00 am.
- D. Bruce Birchfield from Crabtree Rohrbaugh Associates presented a timeline for the construction project. A motion was made to approve the CRA construction contract pending solicitor approval. (see Action #11)
- E. Jodi Benzilla and Natalie Falateck from Mid-Penn Bank arrived at 11:10 to discuss the bank's financing proposal. An appraisal will need to be completed prior to a formal commitment letter being issued. The Board gave a verbal commitment to Mid-Penn to go forward with the appraisal and due diligence. Natalie will put the appraisal out to bid, and send the results of the responses to us for review and selection. A motion was made to give the CEO/Director authority to select an appraiser from the list of appraisers recommended by Mid-Penn Bank at a cost NTE \$5,000. (see Action #12)

**Board Meeting Adjournment:** Having no further business to be addressed at this time, a motion was made to adjourn (see Action #13)

Next Regular Meeting is scheduled for Tuesday, July 14, 2015 at 3:30 P.M.

(Executive Session to begin at 2:30 P.M.)

Approved and Accepted:



Joseph Schell, Secretary, ICS Board of Trustees

Matthew Blylock, ICS Bd. of Trustees  
Treasurer

7-14, 2015

Date



Michelle Coleman, President, ICS Board of Trustees

7-14-2015

Date

**Infinity Charter School**

**Board of Trustees**

**Action # 1**

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

**Action Taken:** Motion to approve the minutes of the May, 2015 Board meeting, as submitted.

Motion by: MB

Second: MH

<b>Board Vote:</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 2**

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

**Action Taken:** Motion to approve the Business Manager's report, as submitted.

Motion by: MB

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 3**

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

**Action Taken:** Motion to approve the lease agreement between PUC and ICS for the 2015-16 SY

Motion by: MB

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 4**

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

**Action Taken:** Motion to approve the submission of the 2015-16 general operating budget to PDE, as amended.

Motion by: JS

Second: MB

<b>Board Vote:</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 5**

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

**Action Taken:** Motion to approve the submission of the application to PDE for the lease reimbursement for the 2014-15 SY

Motion by: MB

Second: WB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 6**

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

**Action Taken:** Motion to approve the Board of Director's monthly meeting schedule for the 2015-16 SY, as presented.

Motion by: MH

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 7**

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

**Action Taken:** Motion to approve the suicide policy, as amended.

Motion by: JS

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	___x___	_____	_____	_____
William Beaver	___x___	_____	_____	_____
Joe Schell	___x___	_____	_____	_____
Michelle Haring	___x___	_____	_____	_____
Matt Blaylock	___x___	_____	_____	_____

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 8**

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

**Action Taken:** Motion to approve the appointment of Alexis Schrock to the ICS Board of Directors in a non-voting capacity.

Motion by: MB

Second: MH

<b>Board Vote:</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	___x___	_____	_____	_____
William Beaver	___x___	_____	_____	_____
Joe Schell	___x___	_____	_____	_____
Michelle Haring	___x___	_____	_____	_____
Matt Blaylock	___x___	_____	_____	_____

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 9**

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

**Action Taken:** Motion to approve the hiring of Amanda Nace to continue her work on cataloging and computerizing the ICS library and theme resources. Summer work will not exceed 135 total hours at a rate of \$25.00 per hour. Media /Library Services funds will be used to pay for this supplemental work

Motion by: JS

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	_____	_____	_____
William Beaver	<u>  x  </u>	_____	_____	_____
Joe Schell	<u>  x  </u>	_____	_____	_____
Michelle Haring	<u>  x  </u>	_____	_____	_____
Matt Blaylock	<u>  x  </u>	_____	_____	_____

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 10**

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

**Action Taken:** Motion to approve to recess this meeting and re-convene on June 23, 2015.

Motion by: WB

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	___x___	_____	_____	_____
William Beaver	___x___	_____	_____	_____
Joe Schell	___x___	_____	_____	_____
Michelle Haring	___x___	_____	_____	_____
Matt Blaylock	___x___	_____	_____	_____

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 11**

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

**Action Taken:** Motion to approve the CRA construction contract, and authorizing the CEO/Director to sign, pending solicitor approval of the contract.

Motion by: WB

Second: MH

<b>Board Vote:</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>          </u>	<u>          </u>	<u>  x  </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 12**

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

**Action Taken:** Motion to give the CEO/Director authority to select an appraiser from the list of appraisers recommended by Mid-Penn Bank at a cost NTE \$5,000.

Motion by: WB

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>          </u>	<u>          </u>	<u>  X  </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Action # 13**

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

**Action Taken:** Motion to approve the adjournment of the extended June 9 2015 Board Meeting.

Motion by: MH

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>          </u>	<u>          </u>	<u>  x  </u>	<u>          </u>
Michelle Haring	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

