

## Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For September 13, 2016

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

**Meeting**—called meeting to order at 3:48 p.m.

**Roll Call**—in attendance:

- **Board:** Michelle Coleman (Pres)  Alexis Schrock (VP.)   
Joseph Schell (Sec.)  Michelle Haring (Board Member)   
Matt Blaylock (Treas.)  Megan Mines-Hall (Parent Rep.)
- **Staff:** Suzanne Gausman (CEO/Prin.)  Shelly Fredericks (Bus. Mgr.)

### Review and Approval of the June 14, 2016 Meeting minutes--

A motion was made to approve the June 14, 2016 Board minutes, as presented.  
(See Action # 1)

### Review and Approval of the August 9, 2016 Meeting minutes--

A motion was made to approve the August 9, 2016 Board minutes, as presented. (See Action # 2)

### Information and Proposals--

**A. Announcement of Executive Session:** Prior to the regularly scheduled September Board meeting, the Board met in executive session to discuss new building budget issues.

**B. Community/Public Speakers:** No community members were present.

### Committee Reports--

**A. Non-IVO Report:** N/A

**B. IVO Report:** Monthly IVO meetings will be held the first Tuesday of each month. The 2016-17 annual budget has but yet to be submitted to the ICS Board, for approval.

### Business Manager's Report--

Report was presented by Shelly Fredericks (Bus. Mgr.). Of special note was the fact that the PA auditors would be presenting their findings during the annual audit and such findings would be reviewed with the Board in October. Additionally, we should anticipate a 3% increase in State monies for fiscal operations during the 2016-17 SY.

In other business, a motion was made (see Action # 3) to approve the non-contract employee pay rates for the 2016-17 SY. Finally, a motion was made (see Action # 4) to approve the business manager's report, as submitted.

### **CEO/Prin. Report—**

Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board (See attached). Suzanne made special note of the fact the new school year got off to a great start!

### **Director of Development Report--**

Report was presented by Dawn Brotherton regarding progress being made as she moves forward with her creation of a development plan for fundraising. Highlighted was the need to identify a "lead giver", i.e. a person who will be passionate enough about the vision of ICS to provide a gift in the seven figure category and then be willing to lead us to others who may be willing to do the same.

### **Old Business--**

**Locust Lane Property update:** The Lower Paxton Twp. Planning Commission has given preliminary approval for our land development plan. It now goes before the Board of Township Supervisors for final land development approval. The existing building is about 1/3 empty and the remaining materials will need to be moved before any work can be initiated.

### **New Business—**

**A. Approval of PA-Educator.net contract:** A motion was made (see Action # 5) to approve the PA Educator.net contract for the 2016-17 SY.

**B. Art Club Approval:** A motion was made (see Action # 6) to approve the creation of an after-school Art club, under the direction of our Art teacher, Ms. Grissett-Havrilak, to be offered to students expressing an interest in advanced art studies.

### **Personnel--**

**A. Resignations:** A motion was made (see Action # 7) to accept the resignation of Janine Roosenberg, from her para- professional position, effective September 8, 2016.

A motion was made (see Action # 8) to accept the resignation of Elizabeth Kostoff from her position as school nurse, effective September 9, 2016.

**B. New Hire:** A motion was made (see Action # 9) to hire Gretchen Birkeland to fill the para professional vacancy created by the resignation of Janine Roosenberg.

**Next Meeting Confirmation--**

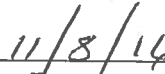
The next regularly scheduled meeting will be held at 3:30 PM on October 11, 2016  
(Executive Session will be held 1 hour prior to the meeting)


**Adjournment--**


Having no further business to address at this time, a motion was made to adjourn. (See Action # 10).

Approved and Accepted:

  
\_\_\_\_\_  
Joseph Schell, Secretary, ICS Board of Trustees

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Michelle Coleman, President, ICS Board of Trustees

  
\_\_\_\_\_  
Date

**Infinity Charter School  
Board of Trustees  
Action # 1  
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the June, 2016 Board meeting minutes, as submitted.

Motion by: MB

Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<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 August, 2016 Board meeting minutes, as submitted.

Motion by: MH

Second: MM

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	___x___	_____	_____	_____
Joe Schell	___x___	_____	_____	_____
Michelle Haring	___x___	_____	_____	_____
Matt Blaylock	___x___	_____	_____	_____
Alexis Schrock	___x___	_____	_____	_____
Megan Mines-Hall	___x___	_____	_____	_____

Comments:

**Infinity Charter School  
Board of Trustees  
Action # 3  
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the non-contracted employee pay rates for the 2016-17 SY

Motion by: JPS

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<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 Business Manager's report, as submitted.

Motion by: MM

Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<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 PA Educator.net contract for the 2016-17 SY.

Motion by: MB  
Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<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 creation of an Art club as an after-school activity for interested students

Motion by: MM  
Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<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 resignation of Janine Roosenberg from her position as para-professional, effective September 8, 2016

Motion by: MB  
Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	_____x_____	_____	_____	_____
Joe Schell	_____x_____	_____	_____	_____
Michelle Haring	_____x_____	_____	_____	_____
Matt Blaylock	_____x_____	_____	_____	_____
Alexis Schrock	_____x_____	_____	_____	_____
Megan Mines-Hall	_____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 resignation of Elizabeth Kostoff from her position as school nurse, effective September 8, 2016

Motion by: MB  
Second: AS

<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>
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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

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 Gretchen Birkeland to fill the position as para-professional, effective September 19, 2016.

Motion by: MB  
Second: AS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School  
Board of Trustees  
Action # 10  
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve adjournment of the September Board meeting

Motion by: AS  
Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<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>
Alexis Schrock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

