

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For June 11, 2018

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Meeting—called meeting to order at 3:45 PM

Roll Call—in attendance:

- **Board:** Michelle Coleman (Pres.)__x_
Joseph Schell (Sec.)_x__ Michelle Haring (VP) _x__
Matt Blaylock (Treas.)_x__ Megan Mines-Hall (Parent Rep.)_x__
- **Staff:** Suzanne Gausman (CEO/Prin.)_x__ Shelly Fredericks (Bus. Mgr.)_x_
Dawn Brotherton (Development)__abs__ Carla Wilson __x__

Review and Approval of the May, 2018 Board Meeting minutes--

A motion was made (see Action # 1) to approve the May 8, 2018 Board meeting minutes, as amended.

Information and Proposals--

Announcement of Executive Session: Prior to the regularly scheduled June Board meeting, the Board met in executive session to discuss financial and personnel matters.

Visitors Present – Angela Jeffries

Committee reports--

IVO: The final draft of IVO’s proposed operating budget for the ‘18-’19 SY was presented to the Board for approval. A motion was made (see Action # 2) to approve the budget, as submitted. Further, a list of proposed activities sponsored by the IVO was disseminated to the Board for review.

Curriculum Committee report: ICS teachers have been working on proposed changes to the curricula all of which will be taken under advisement by the committee during summer curriculum planning. The Board President informed the Board that the committee will meet next month to address targeted changes for the ‘18-’19 SY.

Grounds Committee: The Grounds committee is planning to submit a change order to the Township for the utilization of space behind the school which will address the needs for parking, a basketball court, and a recreational area. \$100,000 has been put into the budget and Lobar will sub-let the contract. Final discussion regarding this matter will be

addressed by the committee in a meeting scheduled later in June.

Policy Committee: The committee had nothing new to report at this time.

Business Manager's Report--

\ Report was presented by Shelly Fredericks (Bus. Mgr.) and reviewed by the Board. A motion was made (see Action # 3) to approve the report as submitted. Of particular note was a question regarding the accounting of fund-raising monies. Further discussion of this subject will be had after the business office has an opportunity to obtain clarification from our accountants and PDE auditors.

CEO/Director's Report--

Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board (See attached). Of particular note: our 8th graders had their graduation and dinner ceremony on June 5th both of which were held at the Christ the Savior Orthodox Church social hall. Further, our new facility dedication and 1st annual Ignite the Future fund-raising event was held on May 12th.

Director of Development Report--

In the absence of the Director, a report was presented to the Board for their review (See attached). A motion was made (see Action # 4) to approve submission of a grant proposal after it has been taken under advisement and reviewed by the Grounds Committee.

New Business--

A. 2018-19 Board meeting dates: A motion was made (see Action # 5) to approve the 2018-19 board meeting dates.

B. 2018-19 General Fund Budget: A motion was made (see Action # 6) to approve the ICS general operating budget for the 2018-19 SY.

C. Paxton Cleaning Solutions Summer Contract: A motion was made (see Action # 7) to approve the waxing and cleaning contract with Paxton Cleaning Solutions for the summer, 2018.

D. Highmark Group Insurance Plan: A motion was made (see Action # 8) to approve entering into an agreement with Highmark to provide employee health insurance.

E. GEMS copier contract: A motion was made (see Action # 9) to approve the expenditure of funds for the procurement of a new copier.

F. Bullying Policy #326: A motion was made (see Action # 10) to re-approve the

bullying policy.

G. Right-to-Know Policy: A motion was made (see Action # 11) to approve the Right-to-Know policy.

H. Math Curricula Proposal: A motion was made (see Action # 12) to approve the adoption of the Pearson Math curriculum.

I. Member's 1st Bank Accounts: A motion was made (see Action # 13) to add Carla Wilson to the Member's 1st bank accounts.

J. New Hire: A motion was made (see Action # 14) to hire Andria Wilt to fill the 6/7 teaching vacancy for the 2018-19 SY.

K. Teacher Resignation: A motion was made (see Action # 15) to accept, with regrets, the resignation of Danielle Rafferty, effective at the end of the 2017-18 SY.

L. Administrator Resignation: A motion was made (see Action # 16) to sadly accept the resignation of Shelly Fredericks from her role as Business Manager for ICS.

Next Meeting Confirmation--

The next regularly scheduled meeting will be held at 3:30 p.m. on Tuesday, July 10, 2018 at 3:30 p.m.

(Executive Session will be held 1 hour prior to the meeting)

Adjournment--

Having no further business to address at this time, a motion (see Action # 17) was made to adjourn.

Approved and Accepted:

Joseph Schell, Secretary, ICS Board of Trustees

Date

Michelle Coleman, President, ICS Board of Trustees

Date