

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For July 23, 2019

Infinity Charter School  
5405 Locust Lane  
Harrisburg PA 17109

**Meeting** – Called meeting to order at 3:39 PM

**Roll Call** – In attendance:

**Board:** Michelle Coleman (Pres.)   X   Megan Mines-Hall (Parent Rep. & VP)   X  

Michelle Haring (Secretary)   A   Matthew Blaylock (Treas.)   X  

**Staff:** Suzanne Gausman (CEO/Prin.)   X   Anthony Boyer (A.D.)   X  

Dawn Brotherton (Development)   X  

**Review and Approval of the June 2019 Board Meeting Minutes—**

A motion was made (See Action #1) to approve the June 10, 2019 Board meeting minutes.

**Information and Proposals—**

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

There were no community members in attendance.

**Committee Reports—**

**IVO:** No action.

**Curriculum Committee Report:** No meetings at this time but summer meetings are being discussed.

**Grounds Committee:** No action

**Policy Committee:** Nothing action.

**Business Manager's Report—**

Report was submitted by Carla Wilson (Bus. Mgr.) and reviewed by the Board. A motion was made (see Action #2) to approve the report

**CEO/Director's Report—**

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

**Director of Development Report-**

A written report was presented by Dawn Brotherton (Dir. of Dev) and reviewed by the Board.

**Old Business-**

- A. **Employee Tuition Reimbursement:** We continue to work and research this policy.

**New Business—**

- A. **Election of Board Officers:** A motion was made to approve the elected officers (see Action #3)
- B. **Election of Committee Chairs:** A motion was made to approve the elected committee chairs. (see Action #4)
- C. **Approval of BSSF contract for 2018-2019 Audit:** Tabled.

**Personnel-**

- A. Hiring of Anthony Boyer. (see Action #5)
- B. Shelly Fredericks is substituting as Bookkeeper and HR Specialist. (see Action #5)
- C. Hire Stacie Lejtar as Information Specialist. (see Action #5)
- D. Accept with regrets the resignation of Karole Bretz as Librarian. (see Action #5)

**Next Meeting Confirmation—**

The next regularly scheduled meeting will be held at 3:30 p.m. on Tuesday, August 13, 2019.  
(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 #6) was made to adjourn.


**Approved and Accepted:**



Matthew Blaylock Acting Secretary, ICS Board of Trustees

8-13-19

Date



Michelle Coleman, President, ICS Board of Trustees

8-13-19

Date

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions

For July 23, 2019

Action # 1

**Action Taken:** Motion to approve the JUNE 10, 2019 Board Meeting minutes.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>          </u>	<u>          </u>	<u>  X  </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 July 23, 2019

Action # 2

**Action Taken:** Motion was made to approve the Business Manager's report.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Megan Mines-Hall	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Michelle Haring	<u>      </u>	<u>      </u>	<u>  X  </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 July 23, 2019

Action # 3

**Action Taken:** A motion was made to approve. elected officers

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>          </u>	<u>          </u>	<u>    X    </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Present slate of officers for school and fiscal year 2019 - 2020. Effective 1 July 2019 the board of trustees for Infinity Charter School will comprise of:

Michelle Coleman as President

Matthew Blaylock as Treasurer

Michelle Haring as Secretary

Megan Mines-Hall as Vice President and Parent Representative

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 4

**Action Taken:** A motion was made to approve the elected committee chairs..

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>          </u>	<u>          </u>	<u>    X    </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

The ICS board members will be assigned the following committee to chair:

Michelle Coleman - Curriculum

Megan Mines-Hall - Policy / Bylaws. IVO and Yearbook

Matthew Blaylock - Finance

Michelle Haring - Personnel

Comments:

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Action # 5

**Action Taken:** A motion was made to approve The following personnel moves.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>          </u>	<u>          </u>	<u>  X  </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

- A. Hiring of Anthony Boyer.
- B. Shelly Fredericks is substituting as Bookkeeper and HR Specialist.
- C. Hire Stacie ~~Leitar~~ as Information Specialist.
- D. Accept with regrets the resignation of Karole Bretz as Librarian.

*Leitar*

Comments:

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Action #

**Action Taken:** Motion to adjourn the July Board meeting.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Megan Mines-Hall	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Michelle Haring	<u>          </u>	<u>          </u>	<u>    X    </u>	<u>          </u>
Matthew Blaylock	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments: