

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For May 12, 2020

Infinity Charter School
5405 Locust Lane
Harrisburg PA 17109

Meeting – Called meeting to order at 3:33 PM via ZOOM and at Infinity Charter School Building because of social distancing

Roll Call – In attendance:

Board: Michelle Coleman (Pres.) X Megan Mines-Hall (Parent Rep. & VP) X
Michelle Haring (Secretary) X Matthew Blaylock (Treas.) X
Staff: Suzanne Gausman (CEO) X Shelly Fredericks (Bookkeeper) X
Anthony Boyer (Asst. Principal) X Dawn Brotherton (Development) X

Review and Approval of the April 14, 2020 Board Meeting Minutes—

A motion was made (See Action #1) to approve the April 14, 2020 Board meeting minutes.

Information and Proposals—

Announcement of Executive Session: Prior to the regularly scheduled May Board meeting, there was an executive session also via ZOOM.

Aimee Miller was in attendance via Zoom as a community member and she spoke to the Board.

Committee Reports—

IVO: There was no meeting and they are trying to set up one in the future. They are planning to reset and will be using last year's budget.

Curriculum Committee Report: There is no report.

Grounds Committee: Tree service is tentative for early June, this would be an ideal time to do grass and turf.

Policy Committee: A draft of the Employee Leave Policy was sent to the Board. A draft of the Employee Tuition Reimbursement Policy will be sent to the board this week.

Business Manager's Report—

Report was made by Shelly Frederick and motion was made by the Board (see Action #2) to accept the Report. A motion was also made during this time to give each staff member a one time COVID 19 bonus, the total not to exceed \$45,000. (see Action #3)

CEO/Director's Report—

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

Assistant Director's Report-

Report was presented by Anthony Boyer (Assistant Principal).

Director of Development Report-

Report was presented by Dawn Brotherton (Development Director) and reviewed by the Board.

Old Business-

- A. **Employee Tuition Reimbursement:** line item in the budget and a draft proposal was sent to the Board members via email.
- B. **COVID-19:** The school is continuing to respond.
- C. **Graduation Ideas:** There will be a Livestream and a conference call for a committee on May 13, 2020 to discuss plans.

New Business—

- A. **2020-2021 Capital Area Intermediate Unit Special Education Services Contract:** A motion was made to accept this contract. (see Action #4)
- B. **Letter of Engagement with BSSF.** A motion was made to accept the letter of engagement for auditing services. (see Action #5)

Personnel-

- A. **Personnel: None**

Next Meeting Confirmation—


The next regularly scheduled meeting will be held at 3:30 p.m. on Monday, June 8, 2020 via ZOOM.

(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:



Michelle Haring, Secretary, ICS Board of Trustees

6-8-20

Date

 *Treasurer ICS*
_____ *Board of Trustees*

Michelle Coleman, President, ICS Board of Trustees

6-8-2020

Date

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Infinity Board of Trustees Monthly Board Meeting Actions
For May 12, 2020

Action # 1

Action Taken: Motion to approve the April 14, 2020 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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

Comments:

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Action # 2

Action Taken: Motion was made to accept the business manager's report from Shelly Fredericks.

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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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Action # 3

Action Taken: A motion was give each staff member a one time COVID 19 bonus, the total not to exceed \$45,000.

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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Action # 4

Action Taken: A motion was made to accept the 2020-2021 Capital Area Intermediate Unit Special Education Services Contract.

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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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Action # 5

Action Taken: A motion was made to accept the letter of engagement for auditing services from BSSF.

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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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For April 14, 2020

Action #6

Action Taken: Motion was made to adjourn the May 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> X </u>	<u> </u>	<u> </u>	<u> </u>
Matthew Blaylock	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

Comments: