

# Infinity Charter School

## meeting minutes of the Board of Trustees



INFINITY CHARTER SCHOOL

Date: April 13, 2021 Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109

**Meeting** – Called meeting to order at 3:38 P.M. at Infinity Charter School

**Roll Call** – In attendance:

<b>Board:</b> Michelle Coleman (Pres.) <u>zoom</u>	Michelle Haring (Vice Pres.) <u>X</u>
Megan Mines-Hall (Secretary & Parent Rep) <u>X</u>	Matthew Blaylock (Treas.) <u>X</u>
<b>Staff:</b> Suzanne Gausman (CEO) <u>X</u>	Shelly Fredericks (Business Mgr.) <u>  </u>
Anthony Boyer (Asst. Principal) <u>X</u>	

**Review and Approval of the March 9, 2021 Board Meeting Minutes—**

A motion was made (See Action #1) to approve the March 9, 2021 Board meeting minutes.

**Information and Proposals—**

Announcement of Executive Session: Prior to the regularly scheduled March Board meeting, there was an executive session that was held prior to the public meeting

No Community members were present.

Item 11.a under New Business added to the agenda

**Committee Reports—**

**IVO:** no report. IVO leadership meeting scheduled for April was cancelled due to lack of activity.

**Curriculum Committee Report:** no report.

**Grounds Committee:** no report

**Policy Committee:** no report.

**Business Manager's Report—**

Report provided to the Board of Trustees in advance by Shelly Fredericks. Of note, stock sale was finalized and the funds deposited to the account. Motion was made by the Board (See Action #2) to accept the report as provided.

**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. Of note, 257 are enrolled at Infinity Charter School.

**Old Business -**

- A. **Phase 2 update:** Advised by the owner's representative and architects to engage civil engineering services. 3 proposals have been requested and 2 responded as of April 13, 2021. Approval to engage the civil engineering services for Phase 2 not to exceed \$65,000 (See Action #3).

**New Business—**

- A. Academic Dishonesty procedures. Document prepared by the Assistant Director and provided to the Board of Trustees for review and feedback. New procedure will be added to the student handbook for the 2021 – 2022 academic year, which the Board of Trustees will approve at the appropriate time.

**Personnel—**

- A. **Resignation of Dawn Brotherton as Director of Development:** . Accept, with regret, the resignation of Dawn Brotherton effective April 5, 2021 (See Action #4).

**Next Meeting Confirmation—**

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, May 11, 2021 (Executive session will be held 1 hour prior to the meeting)

**Adjournment—**

Having concluded all necessary business, a motion (see Action #5) was made to adjourn at 4:10 P.M.

**Approved and Accepted:**

Megan Mines-Hall

Megan Mines-Hall, Secretary, ICS Board of Trustees

11-May-2021

Date

Michelle A. Coleman

Michelle Coleman, President, ICS Board of Trustees

5-14-2021

Date

Infinity Charter School  
5405 Locust Lane  
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions

For April 13, 2021

Action # 1

**Action Taken:** Motion to approve the March 9, 2021 Board Meeting minutes.

Motion by: Matthew Blaylock

Second: Michelle Haring

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:

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions

For April 13, 2021

Action # 2

**Action Taken:** Motion was made to accept the Business Manager's report as provided.

Motion by: Matthew Blaylock

Second: Michelle Haring

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:

Infinity Charter School  
5405 Locust Lane  
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Infinity Board of Trustees Monthly Board Meeting Actions

April 13, 2021

Action # 3

**Action Taken:** A motion made to engage civil engineering services for Phase2, not to exceed \$65,000

Motion by: Matthew Blaylock

Second: Michelle Haring

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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Infinity Board of Trustees Monthly Board Meeting Actions

For April 13, 2021

Action # 4

**Action Taken:** A motion made accept, with regret, the resignation of Dawn Brotherton as Director of Development

Motion By: Matthew Blaylock

Second: Michelle Haring

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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Infinity Board of Trustees Monthly Board Meeting Actions

For April 13, 2021

Action # 5

**Action Taken:** Motion was made to adjourn the April Board meeting at 4:10 P.M.

Motion by: Matthew Blaylock

Second: Michelle Haring

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:

