

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For December 8, 2020

Infinity Charter School  
5405 Locust Lane  
Harrisburg PA 17109

**Meeting** – Called meeting to order at 3:32 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>zoom</u>	Matthew Blaylock (Treas.) <u>X</u>
<b>Staff:</b> Suzanne Gausman (CEO) <u>X</u>	Shelly Fredericks (Business Mgr.) <u>X</u>
Anthony Boyer (Asst. Principal) <u>zoom</u>	Dawn Brotherton (Development) <u>X</u>

**Review and Approval of the November 10, 2020 Board Meeting Minutes—**

A motion was made (See Action #1) to approve the November 10, 2020 Board meeting minutes.

**Information and Proposals—**

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

Agenda was changed to include items under new business for Quest Employee Assistance (11a), physical learning date decision (11b), and Recreation Resources (11 c) .

**Committee Reports—**

**IVO:** no report at this time

**Curriculum Committee Report:** work continues in committee - pursuing options to enrich the curriculum.

**Grounds Committee:** updated quote on pavilion project received from Recreation Resources and planning to move forward with the effort

**Policy Committee:** no report at this time

**Business Manager's Report—**

Report was made by Shelly Fredericks and motion was made by the Board (See Action #2) to accept the report. Of note, the budget to actuals is primarily per normal operations. Cash flow is good. Berkshire will be arriving to perform annual test on the system in the upcoming weeks. The school's financial report has been filed.

**CEO/Director's Report—**

Report was presented by Suzanne Gausman (CEO) and reviewed by the Board. Of note, the "area 51" storage rooms are being completely reorganized to make the space more efficient and ensure that staff do not purchase necessary resources which are already owned but the location is unknown.

#### **Assistant Director's Report-**

Report was presented by Anthony Boyer (Assistant Principal) and reviewed by the Board. Of note, the required technology survey for this year has been canceled. Billing for 254 students in 10 school districts has been submitted.

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

Report was presented by Dawn Brotherton, Director of Development. Of note, the extraordinary give went very well despite a lack of participation by the parent community in the ICS-a-thon bingo boards. Approximately \$20,900 was raised in the online and direct donations for the extraordinary give and pavilion project.

#### **Old Business-**

- A. **Employee Tuition Reimbursement:** Tabled. Still at committee and being worked.

#### **New Business—**

- A. **Quest Employee Assistance:** Infinity Charter School board of trustees is moving forward to contract for additional support services for the school's staff. The options are to improved the overall wellness and decrease stress being experienced in these circumstance. Several other area school districts offer these services for the staff members. (See Action # 3)
- B. **Physical learning:** the board and stakeholders continue to meet and receives the the guidance from the Pennsylvania Department of Education and the Pennsylvania Department of Health. The board of trustees is committed to due diligence and will keep the Infinity charter school students safe and provide the best educational mode possible. To that end, the decision was made to have a goal of a return to physical learning mode of Tuesday, January 19<sup>th</sup> 2021. The current statistics and updated recommendations could change this target date.
- C. **Recreation Resources:** an updated quote from Recreation Resources, reflecting the current price of raw materials required, was accepted by the Board of Trustees (See Action #4)

**Personnel** nothing to report at this time.

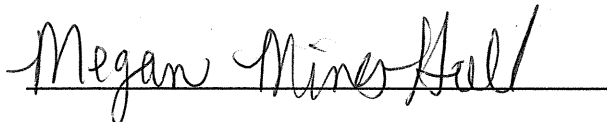
#### **Next Meeting Confirmation—**

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, January 12, 2021  
(Executive session will be held 1 hour prior to the meeting)

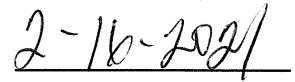
**Adjournment—**

Having no further business to address at this time, a motion (see Action #5) was made to adjourn at 4:14 P.M.

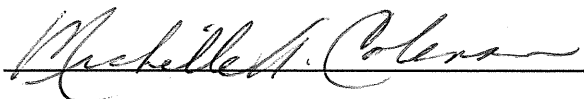
**Approved and Accepted:**



Megan Mines-Hall, Secretary, ICS Board of Trustees



Date



Michelle Coleman, President, ICS Board of Trustees



Date

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Infinity Board of Trustees Monthly Board Meeting Actions  
For December 8, 2020  
Action # 1

**Action Taken:** Motion to approve the November 10 2020 Board Meeting minutes.

Motion by: Michelle Haring

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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Infinity Board of Trustees Monthly Board Meeting Actions

For December 8, 2020

Action # 2

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

Motion by: Michelle Haring

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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Infinity Board of Trustees Monthly Board Meeting Actions

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Action # 3

**Action Taken:** A motion made to accept the proposal and contract for staff support services with the Quest Employee Assistance Program. The initial funding of this program will be transferred from the budget line item for tuition reimbursement of \$2,000.

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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Action # 4

**Action Taken:** A motion made to accept the quote from Recreation Resources and grant authority to begin the process of establishing a pavilion on the grounds of Infinity Charter School.

Motion By: Michelle Haring

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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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 5

**Action Taken:** Motion was made to adjourn the November Board meeting at 4:14P.M.

Motion by: Michelle Haring

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: