

Infinity Charter School

meeting minutes of the Board of Trustees



INFINITY CHARTER SCHOOL

Date: February 9, 2021 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109

Meeting – Called meeting to order at 3:34 P.M. at Infinity Charter School

Roll Call – In attendance:

Board: 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>
Staff: Suzanne Gausman (CEO) <u>X</u>	Shelly Fredericks (Business Mgr.) <u>X</u>
Anthony Boyer (Asst. Principal) <u>X</u>	Dawn Brotherton (Develop.) <u>X</u>

Review and Approval of the January 12, 2021 Board Meeting Minutes—

A motion was made (See Action #1) to approve the January 12, 2021 Board meeting minutes.

Information and Proposals—

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

Community members present: Infinity students Holden and Aidan Hall and Diane Rudy.
Technology issues prohibited the normal smooth flow of receiving attendees of the Board of Trustees meeting via Zoom.

Committee Reports—

IVO: spring fundraiser of Chipotle dining out being investigated.

Curriculum Committee Report: no report

Grounds Committee: Board President Michelle A. Coleman will follow up with the solicitor concerning the adjacent land

Policy Committee: no report

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 tax return has been filed and the audit for the last fiscal year is complete. Efforts begin to prepare the initial draft budget for the 2021-2022 academic year.

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, 256 are enrolled at Infinity Charter School.

Director of Development Report -

Report was presented by Dawn Brotherton, Director of Development. Of note, just under \$6,000 was received in donations for the month of January. Silvergraphics fundraiser his just beginning.

Old Business -

- A. **Employee Tuition Reimbursement:** Per recommendation of the policy committee, finance committee, and business manager; the Board of Trustees implemented a tuition reimbursement policy for the teaching staff of Infinity Charter School. (See Action #3). The policy has been implemented with a budge line items that is maximized at \$11,000 and is retroactive to the beginning of the 2020-2021 academic year.
- B. **Updates to meeting minutes:**
 - a. Approval of the Title IX policy, Infinity policy number 104, retroactive to September 8, 2020 (See Action #4)
 - b. Rescind approval of gift to ABC East Bowling alley (See Action #5)

New Business—

- A. **2021-2022 School calendar:** school leadership provided several draft copies of the next academic year for consideration. These calendars will be reviewed with staff and a recommendation on a calendar proposal to be approved will be forthcoming in March.
- B. **Donation gift of stock:** per recommendation of the Finance committee for simplicity in auditing and internal policies - the gifted stock donation will be cashed and the funds will be applied to the balloon payment of the mortgage (See Action #6)

Personnel—

- A. **CSN /RN consultant:** tabled and at administration for review. Will be addressed at the meeting in March.
- B. **Action Related to executive session::** ratify the severance and release agreement by and between the school and employee A-1 as presented to the board in executive session (See Action #7)

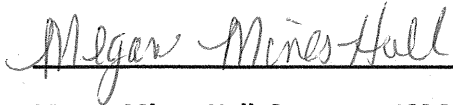
Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, March 9, 2021 (Executive session will be held 1 hour prior to the meeting)

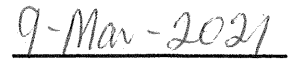
Adjournment—

Having concluded all necessary business, a motion (see Action #8) was made to adjourn at 4:23 P.M.

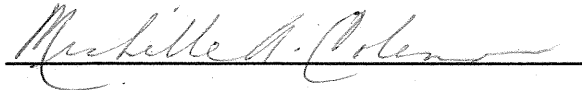
Approved and Accepted:



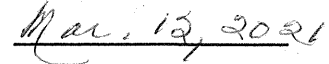
Megan Mines-Hall, Secretary, ICS Board of Trustees



Date



Michelle Coleman, President, ICS Board of Trustees



Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions

For February 9, 2021

Action # 1

Action Taken: Motion to approve the January 12, 2021 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 February 9, 2021

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>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

February 9, 2021

Action # 3

Action Taken: A motion made to approve the employee tuition reimbursement policy, retroactive to the beginning of the 2020-2021 academic year and with a maximum of funds availability of \$11,000..

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

For February 9, 2021

Action # 4

Action Taken: A motion made to revise the minutes of the Board of Trustees for September 8, 2020 to approve the Title IX policy and assign policy number 104

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

For February 9, 2021

Action # 5

Action Taken: A motion made to revise the minutes of the Board of Trustees for October 13, 2020 to rescind the approval of a gift to ABC East bowling alley

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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Action # 6

Action Taken: A motion made, based on recommendation of the Finance committee, cash the donated stocks gift and apply the funds to the mortgage balloon payment. This will simplify the auditing process and mitigate needs to establish internal policies related to stock possession.

Motion By: Michelle Haring

Second: Michelle A. Coleman

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 February 9, 2021

Action # 7

Action Taken: A motion made to ratify the severance and release agreement by and between the school and employee A-1, as presented to the board during the executive session.

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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Action # 8

Action Taken: Motion was made to adjourn the January Board meeting at 4:23 P.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:

