

# Infinity Charter School

## meeting minutes of the Board of Trustees



Date: June 07, 2021 Time: 3:30 p.m.  
Location: 5405 Locust Lane, Harrisburg, PA 17109

**Meeting** – Called meeting to order at 3:30 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>X</u>
Anthony Boyer (Asst. Principal) <u>X</u>	

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

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

**Information and Proposals—**

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

No community members were present.

Item 10.d under New Business removed from the agenda.

**Committee Reports—**

**IVO:** budget provided and approval requested for the 2021 -2022 school year activities.

**Curriculum Committee Report:** no report.

**Grounds Committee:** Harrisburg Keystone Rotary club helped maintain the ground by litter clean up and digging up Japanese knot weed.

**Policy Committee:** no report.

**Business Manager's Report—**

Report provided to the board and a motion was made by the Board (See Action #2) to accept the report. Of note, some of the financial reports provided to the board will be adjusted. The Treasurer's report will remain with categories for fund allotment but the detailed transaction for the bank reconciliation will be provided on request versus printed each month.

**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.

**Old Business -**

- A. **Bullying Policy.** no changes required by the state. Maintaining current policy and updating the review date of the policy. (See Action #3)
- B. **Memorandum of Understanding with Lower Paxton police department.** Exact same MOU being maintained as was established before and is effective for a two year time period. (See Action #4)

**New Business—**

- A. **Approval of 2021 - 2022 Board meeting dates.** Meeting dates will be posted. (See Action #5)
- B. **2021 - 2022 ICS General Fund Budget.** Budget for the academic year 2021 -2022. (See Action #6)
- C. **2021 - 2022 IVO Budget.** Budget for the academic year 2021 -2022. (See Action #7)
- D.
- E. **Pennsylvania Coalition of Public Charter Schools Membership.** Maintaining membership. Helpful with summary information and training opportunities offered.
- F. **Approval of 2021 - 2022 Emergency Instructional Time Template.** Remote leaning would be offered by class, team, or school as required. No hybrid options will be offered. Either the classroom is all remote or all in person learning. (See Action #8)
- G. **Summer Office Hours** Authorization to change summer office hours to Mondays - Thursdays from 7:30 AM. - 4:00 P.M. (See Action #9)

**Personnel—**

Employment of Pamela Holl as K/1 teacher (See Action #10)

**Next Meeting Confirmation—**

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, July 13, 2021  
(Executive session will be held 1 hour prior to the meeting)

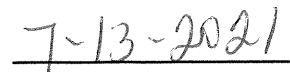
**Adjournment—**

Having concluded all necessary business, a motion (see Action #11) was made to adjourn at 4:05 P.M.

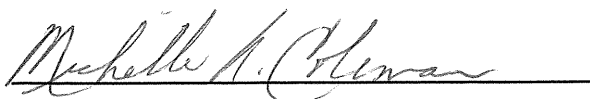
**Approved and Accepted:**



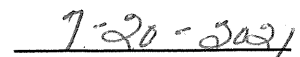
Megan Mines-Hall, Secretary, ICS Board of Trustees



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 June 7, 2021

Action # 1

**Action Taken:** Motion to approve the May 11, 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  
5405 Locust Lane  
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Infinity Board of Trustees Monthly Board Meeting Actions

For June 7, 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  
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Infinity Board of Trustees Monthly Board Meeting Actions

June 7, 2021

Action # 3

**Action Taken:** A motion made to maintain the ICS bullying policy and update the review date. No changes were necessary to the policy as it stands.

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 June 7, 2021

Action # 4

**Action Taken:** A motion made to approve MOU with Lower Paxton Police Department. MOU for two years.

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 June 7, 2021

Action # 5

**Action Taken:** A motion made to approve the Board of Trustee meeting dates for the 2021-2022 academic year.

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 June 7, 2021

Action # 6

**Action Taken:** A motion made to approve, as amended, the ICS General Fund Budget for the academic year 2021 - 2022

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 June 7, 2021

Action # 7

**Action Taken:** Motion was made to approve the IVO budget for the 2021 - 2022 academic year.

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 June 7, 2021

Action # 8

**Action Taken:** Motion was made to approve the 2021 - 2022 Emergency Instructional Time Template.

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 June 7, 2021

Action # 9

**Action Taken:** Motion was made to adjust the summer office for Infinity Charter School to be Monday - Thursday from 7:00 AM to 4:00 PM

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 June 7, 2021

Action # 10

**Action Taken:** Motion was made to approve the employment of Pamela Holl as K/1 classroom teacher.

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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For June 7, 2021

Action # 11

**Action Taken:** Motion was made to adjourn the June Board meeting at 4:05 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:

