

Infinity Charter School

meeting minutes of the Board of Trustees



INFINITY CHARTER SCHOOL

Date: March 9, 2021 Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109

Meeting – Called meeting to order at 3:37 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>zoom</u>

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

A motion was made (See Action #1) to approve the February 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.d under New Business added to the agenda

Committee Reports—

IVO: next IVO leadership meeting will be held in April.

Curriculum Committee Report: discussion with teachers about geography and other topics to potentially be incorporated into the curriculum. Discussions have been held primarily with the 3/4/5 classes.

Grounds Committee: Kevin from Recreation Resources will be arriving on March 10, 2021 to discuss placement of the pavilion

Policy Committee: no official report from committee. A plagiarism policy is being developed by the Assistant Principal and will be coordinated with the policy committee.

Business Manager's Report—

Report was made by Shelly Fredericks and includes the acceptance of Member's First letter to extend the interest rate of the mortgage until the end of the loan. Motion was made by the Board (See Action #2) to accept the report and letter from Member's First.

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.

Director of Development Report -

Report was presented by Dawn Brotherton, Director of Development. Silvergraphics fundraiser underway and usually contributes around \$1,000 to the donations account.

Old Business -

- A. **2021-2022 School calendar:** Per recommendation of the directors, Infinity Charter School Board of Trustees approved version D of the 2021-2022 academic year school calendar (See Action #3).

New Business—

- A. **Phase 2 update:** Advised by the financial institution and the architects familiar with the Infinity Charter School construction plan, engage services of Crabtree Rohrbaugh & Associates and Capital Construction Management, LLC . The organizations will be engaged for pursuing a plan of feasibility to design and finance the construction of a gymnasium, offices, and small classrooms.
- B. **2021 – 2022 Budget:** Business manager provided a draft budget for review purposes only. Still awaiting numbers for insurance costs and potential ADM rate changes. Final budget will be approved in June.
- C. **2021 – 2022 Title I:** per recommendation of the directors due to larger numbers of students needing additional educational support, reinstate the Title I program and apply for the funds for this program. (See Action #4)
- D. **School Physicals:** per recommendation of the school nurse staff, extend the timeframe for accepting physical exams from 4 months prior to the start of the school year to one year prior to the start of the school year. (See Action #5)

Personnel—

- A. **Employment of Lisa Teach as consultant CSN /RN:** recommendation to hire additional nurse consultant services, as needed, at previous hourly rate and not to exceed \$5,0000 budget allocation through June 30, 2021 . (See Action #6).
- B. **Reemployment of Kiel Eckert as paraprofessional:** recommendation to re-hire Kiel Eckert as paraprofessional 4 days a week from April – June 2021. (See Action #7)

Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 P.M. on Tuesday, April 13, 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 4:17 P.M.

Approved and Accepted:

Megan Mines-Hall

Megan Mines-Hall, Secretary, ICS Board of Trustees

13-April-2021

Date

Michelle Coleman

Michelle Coleman, President, ICS Board of Trustees

4-20-2021

Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For March 9, 2021
Action # 1

Action Taken: Motion to approve the February 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:

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Infinity Board of Trustees Monthly Board Meeting Actions

For March 9, 2021

Action # 2

Action Taken: Motion was made to accept the Business Manager's report and Member's First interest rate acceptance letter, as presented.

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

March 9, 2021

Action # 3

Action Taken: A motion made to approve draft version D as the final version of the 2021 – 2022 ICS academic year calendar.

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

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Action # 4

Action Taken: A motion made to engage services Crabtree Rohrbaugh & Associates and Capital Construction Management, LLC on feasibility of design and finance options for a Phase 2 that would potentially include the construction of a gymnasium, offices, and small classrooms

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 # 5

Action Taken: A motion made to extend the timeframe for accepting physical exams from 4 months prior to the start of the school year to one year prior to the start of the school 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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Action # 6

Action Taken: A motion made to employ Lisa Teach as a consultant CSN/RN on an as needed basis. These services will be provided at the previous hourly rate and will not exceed the budget line item of \$5,000 before June 30, 2021.

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 # 7

Action Taken: A motion made re-employ Kiel Eckert as a paraprofessional. The employment terms will be 4 days a week from April – June 2021.

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 # 8

Action Taken: Motion was made to adjourn the March Board meeting at 4:17 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:

