

Infinity Charter School

meeting minutes of the Board of Trustees



INFINITY CHARTER SCHOOL

Date: May 11, 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>	

Review and Approval of the April 13, 2021 Board Meeting Minutes—

A motion was made (See Action #1) to approve the April 13, 2021 Board meeting minutes.

Information and Proposals—

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

Community members present included Infinity Charter School students: Aidan Hall, Holden Hall, and Lincoln Govelovich.

Items 11.c, 11.d under New Business added to the agenda. Item 9 on the agenda was renamed

Committee Reports—

IVO: budget forthcoming for approval at the June board meeting. Staff appreciation activities are in-progress. IVO elections were held and leadership for next year is: Andreja Rocknage - President, Melissa Karns - Vice President, Christine Cutuli - Secretary, and Diane Rudy - Treasurer.

Curriculum Committee Report: working on adjustments / enhancements in the area of water but no changes for approval.

Grounds Committee: a volunteer with master gardening expertise is supporting the efforts with the pollinator garden.

Policy Committee: bullying policy - to be reviewed and will be addressed for a vote under old business in June. Required to be reviewed and approved every 2 years.

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, the initial audit meeting will be held on June 7th. Draft 2 of the budget for 2021-2022 school year was provided to the board members for review. A motion was made to provide staff bonuses in recognition of the stress of COVID. (See Action #3) Staff bonuses will not exceed a total sum of \$46,000.

CEO/Director's Report—

Report was presented by Suzanne Gausman (CEO) and reviewed by the Board. Of note, 8th grade graduation will be held on June 1 or 2. Mrs. Legaspi is organizing the event. 29 8th graders will be graduating, the largest Infinity graduating class to date.

Assistant Director's Report -

Report was presented by Anthony Boyer, Assistant Principal. Of note, 257 are enrolled at Infinity Charter School.

Phase 2 -

- A. Addendum to the original contract with Crabtree for professional design services for Phase 2. Cost will be approximately \$218,000. Suzanne Gausman will confirm content of contract addendum with the solicitor's office.

Old Business -

New Business—

- A. **Memorandum of Understanding with Lower Paxton police department.** Being updated and presented to Lower Paxton police to ensure accuracy of content. Will be approved at June board meeting.
- B. **2021 - 2022 CAIU service contract.** Contract approved for services that are currently known at this time. Contract amount is for \$60,054. (See Action #4)
- C. **Last day of school.** Change school calendar to reflect the last student day to be May 28, 2021. (See Action #5)
- D. **Members 1st Commitment Letter.** Authorize letter of commitment to Members first for a loan that will include the construction costs of Phase 2 and rollover of outstanding balance of current mortgage. Commitment letter is for 5.6 million over 15 years. (See Action #6)

Personnel—

no personnel actions at this time

Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 P.M. on Monday, June 7, 2021 (Executive session will be held 1 hour prior to the meeting)

Adjournment—

Having concluded all necessary business, a motion (see Action #7) was made to adjourn at 4:07 P.M.

Approved and Accepted:

Megan Mines-Hall

Megan Mines-Hall, Secretary, ICS Board of Trustees

7-June-2021

Date

Michelle Coleman

Michelle Coleman, President, ICS Board of Trustees

6-7-2021

Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For May 11, 2021
Action # 1

Action Taken: Motion to approve the April 13, 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 May 11, 2021

Action # 2

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

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

May 11, 2021

Action # 3

Action Taken: A motion made to give staff bonuses in recognition of the COVID school year. Bonus total sum will not exceed \$46,000

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 May 11, 2021

Action # 4

Action Taken: A motion made to approve services contact with CAIU for expected services for the 2021-2022 school year. Current contract price is \$60,054

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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For May 11, 2021

Action # 5

Action Taken: A motion made to modify the school year calendar to reflect the last student day as May 28, 2021.

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 to approve committment letters to Member's first bank for the consolidation of the current mortgage plus the construction costs for Phase 2. Committment letter is for 5.6 million loan for 15 years.

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 # 7

Action Taken: Motion was made to adjourn the April Board meeting at 4:07 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: