

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For November 10, 2020

Infinity Charter School
5405 Locust Lane
Harrisburg PA 17109

Meeting – Called meeting to order at 3:30 PM 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>zoom</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>zoom</u>	Dawn Brotherton (Development) <u> </u>

Review and Approval of the October 13, 2020 Board Meeting Minutes—

A motion was made (See Action #1) to approve the October 13, 2020 Board meeting minutes.

Information and Proposals—

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

Community member's present – additional participants of John Bonawitz and Scott Henry from BSSF and on zoom of Lisa Teach. Lisa is both an Infinity parent and the certified school nurse.

Committee Reports—

IVO: \$5,000 in matching funds available from the IVO to the ICS-a-thon fundraising event.

Curriculum Committee Report: Discussions are taking place about the feasibility of incorporating financial components into the curriculum.

Grounds Committee: Girl scout troop 14010 come to the ICS property to clean up debris and litter from the wooded back section of the property. Signage indicating private property was also installed. The Infinity Charter School Board of Trustees is incredibly grateful to troop 14010 for their service efforts.

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 covid grant time period has ended. The remaining funds balance is committed to the Chromebooks that have yet to be delivered. Once those items are delivered and the invoice paid, the grant reports will be finalized. The FiOS and Comcast

services have been adjusted to account for additional service coverage for performance in the building.

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) and reviewed by the Board. Of note, the school building's internet bandwidth has a huge upload speed increase now with the change of services. Billing for 258 students has been submitted.

Director of Development Report-

Report was sent by Dawn Brotherton (Director of Development) and reviewed by the Board.

Old Business-

- A. **Employee Tuition Reimbursement:** still at committee and being worked. The goal will be to have a policy active and implemented in the spring of 2021.

New Business—

- A. **Presentation of the 2019-2020 audit report:** the audit for fiscal year 2019 – 2020 was presented to the Board of Trustees from the auditing firm of Brown, Schultz, Sheridan, and Fritz. (See Action # 3).

Personnel-

- A. **Approve the employment of Kimberly Albert as proctor / paraprofessional, employment of Pamela Holl as primary teacher, and FMLA request of Emily Lewis.** A motion was made to approve the employment of Kimberly Albert and Pamela Holl and to accept the notice of intended FMLA use out outlined in the request letter by Emily Lewis. (See Action #4)

Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 p.m. on Tuesday, December 8, 2020 (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 4:38 P.M.

Approved and Accepted:

Megan Mines-Hall

Megan Mines-Hall, Secretary, ICS Board of Trustees

1/7/2021

Date

Michelle Coleman

Michelle Coleman, President, ICS Board of Trustees

12-10-20

Date

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Infinity Board of Trustees Monthly Board Meeting Actions
For November 10, 2020

Action # 1

Action Taken: Motion to approve the October 13 2020 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 November 10, 2020

Action # 2

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

November 10, 2020

Action # 3

Action Taken: A motion made to accept the audit of fiscal year 2019 – 2020 by Brown, Schultz, Sheridan, and Fritz 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>

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Action # 4

Action Taken: A motion made to accept the employment of Kimberly Albert as proctor / paraprofessional and Pamela Holl as primary teacher and to accept the FMLA request as outlined in the letter of Emily Lewis.

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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Action # 5

Action Taken: Motion was made to adjourn the November Board meeting at 4:38 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: