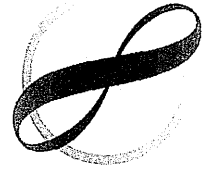


Meeting of the Board of Trustees of the Infinity Charter School

Date: June 10, 2024 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

Minutes

1. Call Meeting to Order and Roll Call – call to order at 3:30pm
☒ Michelle Coleman (President) via Zoom ☒ Andreja Rocknage (Secretary & Parent Rep.)
☐ Michelle Haring (Vice President) ☒ Tammy Geiger (CEO)
☒ Matthew Blaylock (Treasurer) ☒ Julia Isherwood (Dir. of Curric. & Instr.)
☒ Shelly Fredericks (Bus. Mgr.)
2. Additions, Deletions, or Modifications to the Agenda
Addition – “New Business Item J” Resignation of Board Member
3. Review and Approval of the May 14, 2024 Meeting Minutes
Motion for approval by Matthew, second by Andreja. Unanimously Approved. (Action #1, attached)
4. Information
 - a. Announcement of Executive Session
 - b. Community/Public Speakers
Community/Public Speakers Note, there is a 30-minute limit on this section of the meeting, with a max of five minutes per person, as stated in the Board procedures.
In Person (speaking) – Jessica Lane, speaking on dismissal procedure. She would like it to be more safe for everyone involved. She knows we are limited in utilizing the back of the building because of busses. She suggested a text message app that parents could text from the bowling alley parking lot when they arrive. Safety is her first concern, efficiency is her second concern. She would like to see if there are any other options. Matthew asked a few questions. Michelle said we would take it under consideration.
In Person (observing) – Stacie Lejcar
On Zoom (speaking) –
On Zoom (observing) – Stephanie Dodson
5. Committee Reports
 - a. IVO
End of year update sent out last week via email with recap of events, etc.
 - b. Curriculum Committee
Potential proposal has been received and will be forwarded to the board.
 - c. Grounds Committee
Will address proposal for pavilion in new business. The fence has been ordered, but no install date.
 - d. Policy Committee
Summer project of reviewing all policies continues.
6. Business Manager’s Report
2024 – 2025 Budget presented. Line items may need to be adjusted once we receive 2024 – 2025 ADM rates in August. Positions that were made full time because of COVID money will stay full time as the benefit outweighs the cost.
Motion for approval of 2024-2025 Budget by Matthew, second by Andreja. Unanimously Approved. (Action #2, attached)
Standard business managers report presented, in addition to the budget. Auditors are scheduled to come in this summer as per usual.

Motion to accept business manager's report by Matthew, second by Andreja. Unanimously Approved. (Action #3, attached)

7. Administrative Report

Administrative report presented by Julia Isherwood.

Julie mentioned how nice the 20th anniversary event was and thanked Andreja for it. It was a nice night for everyone, people had a good time.

8. Old Business

9. New Business

a. Safety & Security Report

This was emailed previously to the board. It is basically the same in information as last year, the end has been updated with responses to action items/areas to improve suggested by State Trooper Matt Pavone's Safety Audit. It also highlights things that have not been addressed yet, but some will be included/acted upon by the end of July with grant money. Matthew pointed out one item to be removed, school sprinkler systems, as we do not have one.

b. Board Meeting Dates, 2024-2025

Schedule emailed previously to the board.

Motion for approval by Matthew, second by Andreja. Unanimously Approved. (Action #4, attached)

c. Approval of Board Member

Sherry Webb was presented as a potential new board member starting in July, with a 12 month term. July 2024 – June 2025.

Motion for approval by Matthew, second by Andreja. Unanimously Approved. (Action #5, attached)

d. Approval of Summer School dates and funding

Kindergarten Readiness program: Set-Up July 8th, program Dates July 9th – August 8th: Tuesday, Wednesday, Thursday of each week. Funding will be from ESSER funds NTE \$10,000

Motion for approval by Matthew second by Andreja. Unanimously Approved. (Action #6, attached)

e. Victoria's Cleaning & Maintenance, furniture moving fees

Yearly contract approved prior via email vote. Furniture moving fees will be added to the contract cost in an amount NTE \$70,000 total cost.

Motion for approval by Matthew, second by Andreja. Unanimously Approved. (Action #7, attached)

f. Group Health Insurance Proposal

Changes to group health insurance presented by Shelly to go into effect July 1st. Most changes apply to new hires in that spouses will not be covered if they are eligible to be covered anywhere else. Employee contribution amount is not changing.

Motion for approval by Matthew second by Andreja. Unanimously Approved. (Action #8, attached)

g. Pavilion Installation Proposal

The pavilion has been purchased. We received two proposals for installations. Houck proposal of \$35,944. Tender Touch Lawn Care (who does our landscape maintenance) can install it for \$3500 (clear out, put cement down) plus \$2000 to put up the pavilion that has already been bought; total of \$5500. Cost of permit would be additional cost if needed.

Motion for approval NTE \$7000 by Matthew second by Andreja. Unanimously Approved. (Action #9, attached)

h. Bullying Policy Review

This is required to be reviewed and updated every three years. This will be tabled until July board meeting as the policy is still under review with our attorney.

i. Eshenaur Planned Maintenance Contract Approval

This is a contract we have every year for HVAC and boiler systems bi-annual maintenance - \$2950 for the year.

Motion for approval by Matthew second by Andreja. Unanimously Approved. (Action #10, attached)

j. Resignation of Board Member

Michelle Haring email resignation on May 22, 2024

Motion to accept resignation with regrets by Matthew, second by Andreja. Unanimously Approved.
(Action #11, attached)

10. Personnel

a. Julia Isherwood leave of absence request

b. Stacy Orth letter of resignation

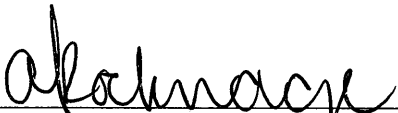
Motion to accept both resignation and leave of absence by Matthew, second by Andreja. Unanimously Approved. (Action #12, attached)

11. Confirm Next Meeting Date and Time – Tuesday, July 9, 2024 at 3:30 p.m.

(Executive Session one hour prior to meeting start time)

12. Adjourn Meeting

Motion to adjourn at 4:15pm by Matthew second by Andreja. Unanimously Approved. (Action #13, attached)



Andreja Rocknage, Secretary, CS Board of Trustees

7/15/24

Date



Michelle Coleman, President, ICS Board of Trustees

7-12-2024

Date

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 1

Action Taken: Motion to approve the May 14, 2024 Board Meeting minutes.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 2

Action Taken: Motion to approve the 2024-2025 Budget.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 3

Action Taken: Motion to accept the standard Business Managers report.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 4

Action Taken: Motion to approve the 2024-2025 Board Meeting Dates.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 5

Action Taken: Motion to approve Sherry Webb as new board member with 12-month term starting July 2024.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 6

Action Taken: Motion to approve 2024 Summer School dates and program.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 7

Action Taken: Motion to ratify email approval of Victoria's Cleaning contract, with addition of furniture moving fees, in the amount NTE \$70,000 for the fiscal year.

Motion by: Matthew Blaylock

Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 8

Action Taken: Motion to approve changes to Group Health Insurance policy.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 9

Action Taken: Motion to approve installation of pavilion in an amount NTE \$7,000.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 10

Action Taken: Motion to approve Eshenaur annual maintenance contract.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 11

Action Taken: Motion to accept resignation of board member Michelle Haring.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 12

Action Taken: Motion to accept leave of absence for Julia Isherwood and resignation of Stacy Orth.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Infinity Board of Trustees Monthly Board Meeting Actions
For June 10, 2024
Action # 13

Action Taken: Motion to adjourn.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknage	X			
Michelle Haring			X	
Matthew Blaylock	X			