

Meeting of the Board of Trustees of the Infinity Charter School

Date: February 11, 2025 Time: 3:30 p.m.
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

Minutes

1. Call Meeting to Order and Roll Call at 3:38pm

| | |
|---|--|
| <input checked="" type="checkbox"/> Michelle Coleman (Pres.) | <input checked="" type="checkbox"/> Shelly Fredericks (Bus. Mgr.) |
| <input checked="" type="checkbox"/> Sherry Webb (VP) | <input checked="" type="checkbox"/> Tammy Geiger (CEO) |
| <input checked="" type="checkbox"/> Matthew Blaylock (Treasurer) | <input checked="" type="checkbox"/> Heath Lettich-Ruley (Dir. of Curric. & Instr.) |
| <input checked="" type="checkbox"/> Chris Rocknage (Secretary & Parent Rep) | |
2. Additions, Deletions, or Modifications to the Agenda
9d, 9e, 9f, 9g and Personnel Approval Motion by MB, 2nd by CR, all in favor.
3. Review and Approval of the January 14, 2024 Meeting Minutes – Motion to approve by SW, 2nd by MB, all in favor, one abstention.
4. Information
 - a. Announcement of Executive Session – Exec Session immediately preceded this session.
 - b. Community/Public Speakers – [REDACTED] from the Student Council.
5. Committee Reports
 - a. IVO - NTR
 - b. Curriculum Committee – Met this month, listened to a proposal of things to accomplish for next year.
 - c. Grounds Committee – It is snowing outside.
 - d. Policy Committee -
6. Business Manager's Report – see attached. Motion to approve by CR, 2nd by MB all in favor.
7. Administrative Report – see attached.
8. Old Business
 - a. ICS 403B Retirement Plan Conversion, Approval of Plan Document – Motion to approve by MB, 2nd by CR, all in favor.
9. New Business
 - a. 2025-2026 School Calendar, Approval – **Motion to approve by MB, 2nd by CR, all in favor.**
 - b. Updated Board of Trustees Roles and Responsibilities & Infinity Model, Approval – **Motion to approve as submitted, SW, 2nd by MB, all in favor.**
 - c. Brown Plus, Letter of Engagement for 2024-2025 Financial Audit – **Motion to approve by CR, 2nd by MB, all in favor.**
 - d. Social Media Policy, Approval Pending Legal Review – Draft Social Media Policy sent to the Board. It's an essential recommendation from the insurance policy. Draft was drawn from CV and CD School Districts Social Media Policy, with one amendment, removal of the word immorality on page 4. **Motion to approve this policy as stands pending legal review, CR, 2nd MB, all in favor.** General posting: send to employees, administrators, and teachers of ICS. Post on website as usual.
 - e. ATIS elevator inspection proposal - \$750/inspection. We will pay as each inspection is completed. This automates the schedule. **Motion to approve as stated: MB, 2nd CR, all in favor.**
 - f. Student Council Fundraising Proposal – **withdrawn by the Student Council President, [REDACTED] after explanation of liability and legality of running a Small Games of Chance License.**
See slideshow presentation, to be included in the minutes.
Children will not be playing, only parents can participate.

Gifted Enrichment Fund handled by Mrs. Fredericks.

Small games of chance license is needed.

What is the total number of funds you are seeking between now and the end of February? \$4000.

Pizza Funds: specifically used for using for student projects. Currently sits at \$3,000. Give it a week to organize the framework.

MB propose we fund the Student Council with \$2,000 seed money to be taken from the Pizza Fund, 2nd by CR, all in favor.

- g. Gutter Repair – Looking for preapproval of funds, not to exceed \$500 to repair the gutter in front of the school, motion by MB to approve, not to exceed \$500, 2nd CR, all in favor.

10. Personnel

- a. Michelle Frye as Paraprofessional, Approval – TG seeking approval for the rehire of Michelle Frye as paraprofessional. Motion to approve CR, 2nd by MB, all in favor.

11. Confirm Next Meeting Date and Time – Tuesday, March 11 at 3:30 p.m.
(Executive Session one hour prior to meeting start time)

12. Adjourn Meeting – Motion to adjourn by MB, 2nd by CR, all in favor.

Christopher Rocknage, Secretary, ICS Board of Trustees

Date

Michelle A. Coleman, President, ICS Board of Trustees

Date

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 1

Action Taken: Motion to add agenda 9d Social Media Policy, 9e ATIS Elevator Inspection, 9f Student Council Fundraising, 9g Gutter Repair and Personnel Approval.

Motion by: Matthew Blaylock

Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 2

Action Taken: Motion to approve minutes of January 2025 Meeting.
Motion by: Sherry Webb
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | | | | X |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 3

Action Taken: Motion to approve Business Manager's Report
Motion by: Christopher Rocknage
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 4

Action Taken: Motion to approve ICS Retirement Plan Conversion
Motion by: Matthew Blaylock
Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 5

Action Taken: Motion to approve 2025-2026 School Calendar
Motion by: Matthew Blaylock
Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 6

Action Taken: Motion to approve updated Board of Trustees Roles and Infinity model
Motion by: Sherry Webb
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 7

Action Taken: Motion to approve Brown Plus Financial Audit for 2025-2026
Motion by: Christopher Rocknage
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 8

Action Taken: Motion to approve Social Media Policy pending legal review
Motion by: Christopher Rocknage
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 9

Action Taken: Motion to approve paying for services rendered for ATIS elevator inspection.
Motion by: Matthew Blaylock
Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 10

Action Taken: Motion to propose we fund the Student Council with \$2,000 seed money to be taken from the Pizza Fund, as it is intended for student led projects.

Motion by: Matthew Blaylock

Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
For February 11, 2025
Action # 11

Action Taken: Motion to pre-approve gutter repair in front of the school, not to exceed \$500.
Motion by: Matthew Blaylock
Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 12

Action Taken: Motion to approve the rehire of Michelle Frye as paraprofessional
Motion by: Christopher Rocknage
Second: Matthew Blaylock

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 13

Action Taken: Motion to adjourn
Motion by: Matthew Blaylock
Second: Christopher Rocknage

| Board Member | Yes | No | Absent | Abstain |
|----------------------|-----|----|--------|---------|
| Michelle Coleman | X | | | |
| Sherry Webb | X | | | |
| Matthew Blaylock | X | | | |
| Christopher Rocknage | X | | | |