

Meeting of the Board of Trustees of the Infinity Charter School

Date: July 9, 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 – 3:30pm

<u> x </u> Michelle Coleman (President) – via Zoom	<u> x </u> Andreja Rocknage (Secretary & Parent Rep.) – via Zoom
<u> x </u> Matthew Blaylock (Treasurer)	<u> abs </u> Sherry Webb
<u> x </u> Shelly Fredericks (Bus. Mgr.)	<u> x </u> Tammy Geiger (CEO)
2. Additions, Deletions, or Modifications to the Agenda
Addition to New Business, item “I” – IU services
Addition to New Business, Item “J” – Skyrocket Education Services Proposal
Correction to Personnel, Item “b” – Timothy Howell is being employed for Middle School Math, not 3/4

Jump to new business, items a & b
3. Review and Approval of the June 10, 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 *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. This is a chance to make a statement, not a place for discussion or questions.*
In Person (speaking) –
In Person (observing) – Timothy Howell, Laura English
On Zoom (speaking) – [REDACTED] (parent, step parent, and aunt of Infinity Student) she has concerns regarding the “termination” of [REDACTED] teacher. Exemplary teachers and program as part of the reason they choose to have their children at Infinity. [REDACTED] is a terrific educator, he was her child’s favorite teacher. Release a capable teacher, person of color, male because this takes away diversity [REDACTED] exemplified diversity. She wants to learn more about what the performance management, mentoring and coaching junior teachers, etc. She wants to know that the school tried to implement ways to help [REDACTED]. Students have been very impacted by results of [REDACTED] not returning. Why did the communication come through students and not through the school?
Michelle Coleman thanks [REDACTED] for her thoughts and questions and stated that she, [REDACTED], would be getting a response .
On Zoom (observing) – [REDACTED] (parent), [REDACTED] (parent), [REDACTED] (parent)
5. Committee Reports
 - a. IVO
Nothing to report
 - b. Curriculum Committee
Has been looking into various policies that impact our students and curriculum
 - c. Grounds Committee
Pavilion is underway, fence posts for the new fence is in, currently working with a company to put safety bollards up in the bus area.

- d. Policy Committee
Nothing to report

6. Business Manager's Report

Standard Business Manager's report presented by Shelly, including additional information regarding this year's audit. Title applications for 2024-2025 need to be completed. Investment opportunities/403(b) to be transferred to Members 1st; should have an update next month on investments. Target date for 403(b) is October. Motion to accept by Matthew, second by Andreja. Unanimously Approved. (Action #2, attached)

7. Administrative Report

Admin report presented by Tammy Geiger

8. Old Business

9. New Business

a. Election of Board Officers for the 2024-2025 School Year

Slate presented by Andreja

President – Michelle Coleman

Vice President –

Secretary – Andreja Rocknage

Treasurer – Matthew Blaylock

Motion to accept the slate as presented by Andreja, second by Matthew. Unanimously Approved. (Action #3, attached)

b. Election of Committee Chairs for the 2024-2025 School Year

Slate presented by Andreja

Curriculum – Michelle Coleman

Grounds – Matthew Blaylock

Policy – Michelle Coleman

Finance – Matthew Blaylock

IVO Liaison/Parent Rep – Andreja Rocknage

Motion to accept the slate as presented by Andreja, second by Matthew. Unanimously Approved. (Action #4, attached)

c. Annual Report Approval

Tabled until August meeting, still need to complete the report

d. Health and Safety Plan Approval

Health and Safety plan for the 2024 – 2025 was emailed to the board previously. It is the same as the past few years, just a date update.

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

e. Brown + Letter of Engagement for 2023-2024 Audit

Standard letter that we receive every year to engaged Brown+ for the 2023-2024 audit; they have already started with the pre-planning

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

f. Bullying Policy

This policy must be reviewed every three years as part of the school safety plan. The marked-up/revised policy from the attorney was forwarded via email to the board.

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

g. BSGI Life Safety Inspection and Monitoring

Berkshire Systems Group – fire alarm, area of rescue, elevators, etc. – one year monitoring beginning in October for one year in the amount of \$4055.

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

h. Paid Holiday Leave Calendar

Leave calendar for 12-month and 30+ hour week part time sent via email to the board previously, this is the same policy as last year.

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

i. IU Services

Requesting use of IU to support our new ESL teacher as she completes her certification. The contract is for up to 10 hours but only charged for the hours we use.

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

j. Skyrocket Education Services Proposal

This came out of the curriculum committee, it would be an audit of the daily practices and culture of the school, additional information still needed. Final approval to be at a later date once all information and pricing/funding determined.

Motion for approval to move forward with obtaining additional information for the Skyrocket Proposal by Matthew, second by Andreja. Unanimously Approved. (Action #11, attached)

10. Personnel

a. Accept, with regret, the resignation of Stephanie Stevens-Dodson

b. Employment of Laura English (Spanish), Timothy Howell (Middle School Math), Karen Chevier (School Counselor), and Heath Lettich (Director of Curriculum, Instruction, and Student Affairs)

Motion to accept resignation, as well as to approve employment of the four individuals listed above by Matthew, second by Andreja. Unanimously Approved. (Action #12, attached)

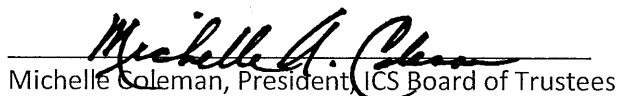
11. Confirm Next Meeting Date and Time – Tuesday, August 13, 2024 at 3:30 p.m.

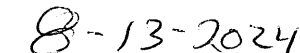
(Executive Session one hour prior to meeting start time)

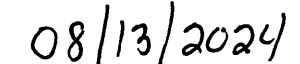
12. Adjourn Meeting

Motion to adjourn at 4:04pm by Matthew, second by Andreja. Unanimously Approved. (Action #13, attached)


Andreja Rocknage, Secretary, ICS Board of Trustees


Michelle Coleman, President, ICS Board of Trustees


Date


Date

Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 1

Action Taken: Motion to approve the June 10, 2024 Board Meeting minutes.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 2

Action Taken: Motion to accept the standard business manager's report.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 3

Action Taken: Motion to accept the slate of Board officers for the 2024 – 2025 year as presented.
Motion by: Andreja Rocknage
Second: Matthew Blaylock

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 4

Action Taken: Motion to accept the slate of committee chairpersons for the 2024 – 2025 year as presented.
Motion by: Andreja Rocknage
Second: Matthew Blaylock

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 5

Action Taken: Motion to approve the 2024-2025 Health & Safety Plan.
Motion by: Matthew Blaylock
Second: Andreja Rocknager

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknager	X			
Sherry Webb			X	
Matthew Blaylock	X			

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 6

Action Taken: Motion to accept Brown + Letter of Engagement for 2023-2024 Audit

Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 7

Action Taken: Motion to approve updated Bullying Policy.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 8

Action Taken: Motion to approve BSGI Life Safety Inspection and Monitoring.

Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 9

Action Taken: Motion to approve the paid holiday leave calendar for 2024-2025 school year.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions

For July 9, 2024

Action # 10

Action Taken: Motion to approve the use of IU services to support new ESL teacher.

Motion by: Matthew Blaylock

Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 11

Action Taken: Motion to move forward with obtaining additional information for Skyrocket Education Services.
Motion by: Matthew Blaylock
Second: Andreja Rocknager

Board Vote	Yes	No	Absent	Abstain
Michelle Coleman	X			
Andreja Rocknager	X			
Sherry Webb			X	
Matthew Blaylock	X			

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Infinity Board of Trustees Monthly Board Meeting Actions
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Action # 12

Action Taken: Motion to accept resignation of Stephanie Dodson and employment for Laura English, Timothy Howell, Karen Chevier, and Heath Lettich
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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

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Infinity Board of Trustees Monthly Board Meeting Actions
For July 9, 2024
Action # 13

Action Taken: Motion to adjourn at 4:04pm.
Motion by: Matthew Blaylock
Second: Andreja Rocknage

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