

# Meeting of the Board of Trustees of the Infinity Charter School

Date: June 9, 2025 Time: 3:30 p.m.  
Location: 5405 Locust Lane, Harrisburg, PA 17109



## Minutes

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1. Call Meeting to Order and Roll Call

<input checked="" type="checkbox"/> Michelle Coleman (President)	<input checked="" type="checkbox"/> Chris Rocknage (Secretary & Parent Rep.)
<input type="checkbox"/> Sherry Webb (Vice President)	<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"/> Shelly Fredericks (Bus. Mgr.)	<input type="checkbox"/> Kala Umberger
1. Additions, Deletions, or Modifications to the Agenda  
8f, 8g, 8h, 8i.
2. Review and Approval of the May 13, 2025 Meeting Minutes – **Motion to approve, MB, 2<sup>nd</sup> MC, one abstention.**
3. Information
  - a. Announcement of Executive Session – Occurred Immediately Preceding.
  - b. Community/Public Speakers – CW – Student Council Rep
4. Committee Reports
  - a. IVO - NTR
  - b. Curriculum Committee - NTR
  - c. Grounds Committee - NTR
  - d. Policy Committee -NTR
5. Business Manager’s Report – SF presented the Business Manager’s Report. Everything looks good because we have received a good chunk of our income. Nothing has truly gone overbudget, except for the nursing situation and building repairs, both of which were under budgeted last year. Chromebooks and Laptops will be arriving tomorrow (June 10, 2025). Still waiting on our Title I funding allocations. Also emailed the roofer about getting a quote for approval. VOYA – SF received a communication from PSERS about the requirements for part-time hourly employees.  
**Motion to approve the Business Manager’s Report – MB, 2<sup>nd</sup> CR, all in favor.**
6. Administrative Report – offered by TG (report attached)
7. Old Business
  - a. Flags at Infinity – **Motion to approve, provided flags are hung according to the rules set by the US Government, by CR, 2<sup>nd</sup>, MB, all in favor.**
8. New Business
  - a. Safety & Security Report – **Motion to approve by MB, 2<sup>nd</sup> CR, all in favor.**
  - b. ICS Summer Hours – 8:30am to 4:00pm and Fridays will be closed.
  - c. Board Meeting Dates, 2025-2026 – report attached, **Motion to approve dates by MB, 2<sup>nd</sup> by CR, all in favor.**
  - d. Approval of Summer School dates and funding – July 8<sup>th</sup> to August 7<sup>th</sup>, TWTh each week, with teachers running and another teacher acting as a para. Not to exceed \$6,000. **Motion to approve by MB, 2<sup>nd</sup> CR, all in favor.**
  - e. Student Council Accomplishments, Approval  
CW, Student Council Secretary. Offered a slideshow (attached to reports) to discuss SC efforts.  
MC – nice presentation, I applaud the student council on everything they have done.

**Motion to approve the re-establishment of the Student Council for the coming school year, MB, 2<sup>nd</sup> by CR, all in favor.**

- f. 2025-2026 General Fund Budget  
(See attached Budget) Includes addition of new STEELS instructor fulltime, and a facilities manager fulltime, which replaces custodial services. **Motion to approve the 2025-2026 budget by MB, 2<sup>nd</sup> by CR, all in favor, none opposed.**
- g. Paramount Fence Quote for Gate and Bollards, Approval – Furnish and install 5 - 4inch steel bollards around our gas meter and a steel gate at the top of the drive at a cost of \$7,210.00. **Motion to approve by MB, 2<sup>nd</sup> by CR, all in favor.**
- h. Brown Plus Audit – Letter of Engagement for 2025-2026 Financial audit at a cost of \$27,000. **Motion to approve the letter of engagement by MB, 2<sup>nd</sup> CR, all in favor.**
- i. Summer Theme Organization, Approval – Request from teachers to get the theme boxes organized for next year. Because one of our positions was to be full-time, but ended up part-time, we have some money available from budget surplus this year. Core classroom teachers – summer theme organization. \$5,000. 12 hours each at \$34.41 (teacher rate). This would only be for returning teachers. **Motion to approve by MB, 2<sup>nd</sup> by CR, all in favor.**

9. Personnel

- a. Retiring: Cathy Steffy; Mickey Grey; Erin Muscalus
- b. Resigning: Keri Hess; Katie McQuate; Katrina Siegrist
- c. Employment of Robert Reed, Facilities, pending clearances  
**Motion to accept retirements, resignations, and the approval of Robert Reed by MB, 2<sup>nd</sup> by CR, all in favor, none opposed.**
- d. Retiring: Matthew Blaylock  
**Motion by CR to accept Matthew Blaylock's retirement, 2<sup>nd</sup> by MC, all in favor, with thanksgiving for all of the work Matthew has given to ICS over the more than two decades of service.**

- 10. Confirm Next Meeting Date and Time – Tuesday, July 8, 2025 at 3:30 p.m.  
(Executive Session one hour prior to meeting start time)

- 11. Adjourn Meeting – **Motion to adjourn, MB, 2<sup>nd</sup>, CR all in favor, none opposed.**

5405 Locust Lane  
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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 1

Action Taken: Motion to approve the minutes from the ICS BOT meeting on May 13, 2025

Motion by: Matthew Blaylock

Second: Michelle Coleman

Board Member	Yes	No	Absent	Abstain
Michelle Coleman	X			
Sherry Webb			X	
Matthew Blaylock	X			
Christopher Rocknage				X
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 2

Action Taken: Motion to approve the 5. Business Manager's Report  
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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 3

Action Taken: Motion to approve 7a. Flag hanging at Infinity, provided flags are hung according to the rules set by the US Government

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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 4

Action Taken: Motion to approve 8a. Safety and Security Report  
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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 5

Action Taken: Motion to approve 8c. Board Meeting Dates for 2025-2026

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			
Kala Umberger			X	

5405 Locust Lane  
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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 6

Action Taken: Motion to approve Kindergarten Readiness Program dates July 8 to August 7, 2025 on Tuesday, Wednesday, and Thursdays, and funding, not to exceed \$6,000  
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			
Kala Umberger			X	



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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 7

Action Taken: Motion to approve 8e. Student Council establishment for the coming year  
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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 8

Action Taken: Motion to approve 8f. 2025-2026 General Budget  
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			
Kala Umberger			X	

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

Action Taken: Motion to approve 8g. Paramount Fence Gate and Bollards installation at a cost of \$7,210  
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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 10

Action Taken: Motion to approve 8h. Brown Plus Audit letter of engagement for 2025-2026 at a cost of \$27,000

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			
Kala Umberger			X	

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

Action Taken: Motion to approve 8i. Summer Organization of Theme Materials for Core Teachers at a maximum total cost of \$5,000

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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 12

Action Taken: Motion to approve 9a, 9b, and 9c, accept retirements, resignations, and the approval of Robert Reed  
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			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
For June 9, 2025  
Action # 13

Action Taken: Motion to accept Matthew Blaylock's retirement with thanksgiving for all of the work he has given to ICS over the more than two decades of service.

Motion by: Christopher Rocknage

Second: Michelle Coleman

Board Member	Yes	No	Absent	Abstain
Michelle Coleman	X			
Sherry Webb			X	
Matthew Blaylock				X
Christopher Rocknage	X			
Kala Umberger			X	

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Infinity Board of Trustees Monthly Board Meeting Actions  
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Action # 14

Action Taken: Motion to adjourn the meeting  
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			
Kala Umberger			X	