

Infinity Charter School

Board of Trustees Meeting Minutes
April 14th, 2026; 3:30 PM; Infinity Charter School

Board Members in Attendance

Michelle Coleman, President (attending via Zoom)
Jonathan Hendrickson, Treasurer
Charles Molnar, Secretary

Board Members Absent

None

Administration and Staff in Attendance

Heath Lettich-Ruley, Director of Curriculum and Instruction
Shelly Fredericks, Business Manager
Stanley Roesch, Interim Principal

Guests in Attendance

None.

1. Call to Order

The meeting of the Infinity Charter School Board of Trustees was called to order at 3:30 p.m. Roll call was taken, and all listed members, administration, and staff were present.

2. Agenda Review and Modifications

There were no additions, deletions, or modifications to the agenda.

3. Review and Approval of March 10, 2026 Minutes

Jonathan Hendrickson moved to approve the March 10, 2026 meeting minutes. Michelle Coleman seconded the motion. The motion carried unanimously, with no opposition.

4. Information

4a. Executive Session

The Board noted that an executive session was held prior to the public meeting.

4b. Recognition of Community and Public Speakers

None present.

5. Committee Reports

5a. IVO

The IVO report noted continued efforts to carry out its ongoing work and increase engagement. Current and upcoming areas of focus include the monthly newsletter, graduation, and Teacher Appreciation Week.

5b. Curriculum Committee

The Curriculum Committee did not hold an official meeting during the reporting period. Work is continuing in alignment with the purpose for which the committee was formed.

5c. Grounds Committee

The Board discussed a mower maintenance expense related to groundskeeping. Rob, who was hired for maintenance and grounds responsibilities, previously performed mowing services through Tender Touch before discontinuing that business when he began working for the school. Because the school does not own its own mower, it remains dependent on either Rob's equipment or an outside mowing service.

Rob requested assistance with mower maintenance costs, including blade sharpening, belt and hose checks, and oil maintenance. The estimated expense was approximately \$300. The Board noted that, aside from fuel costs of approximately \$10 per mowing occurrence, the school has not incurred additional mowing-related expenses.

Charles Molnar moved to approve a \$150 contribution toward the mower maintenance expense. Jonathan Hendrickson seconded the motion. The motion carried unanimously, with no opposition.

Jonathan Hendrickson and Shelly Fredericks will work together on the related payment or reimbursement process.

5d. Policy Committee

The Board discussed the need for a clearer and more active policy management process. Shelly Fredericks noted that some policies exist, but the current process is not consistently active or centralized. The Board discussed that some policy-related items may be tracked through Mineral for human resources purposes and through the school's association resources.

Jonathan Hendrickson asked Shelly Fredericks to provide existing policies to the Board so the Board can begin establishing a review and circulation process. Charles Molnar will research whether a discounted quality management or policy-tracking solution may be available to help the school better maintain and organize policy review.

6. Business Manager's Report

Shelly Fredericks reported that her primary focus is finalizing the budget. Health care costs remain a key area of review. She noted that she has discussed the issue with Jonathan Hendrickson and Charles Molnar.

Shelly reported that she is less concerned about current-year income than she was in the fall and believes the school may end the year with additional funds that could potentially be allocated toward needs for the following year. The Board discussed the importance of including anticipated needs and priorities in the next budget cycle.

Jonathan Hendrickson moved to accept the Business Manager's Report. Charles Molnar seconded the motion. The motion carried unanimously, with no opposition.

7. Administrative Report

Parent-teacher conferences were held on April 1 and April 2, followed by a school break on April 3 and April 6.

The school hosted several guest speakers in recent weeks. A geologist from the Harrisburg Geological Society presented to middle school students regarding fossils. Mrs. Gardner visited K-2 students to speak about the plant life cycle. Ed Russo presented to middle school students regarding weather patterns.

PSSA testing is scheduled to begin the following week. ELA testing is scheduled for April 21 through April 23, math testing for April 27 through April 28, and science testing for April 29 through April 30.

The school has begun the interview process for the open 4/5 position for the next school year, as well as the open learning support position.

K-2 students are currently hatching chicken eggs as part of their embryology studies. K-2 students also visited Hershey Gardens.

8. Ad Hoc Committee Report – Principal/CEO Search

Jonathan Hendrickson reported that the Ad Hoc Committee for the Principal/CEO search is progressing well. He noted that the committee members have been highly dedicated, including through both formal meetings and substantial work behind the scenes.

The committee has interviewed strong candidates and received meaningful information through the process. Jonathan stated that the committee remains on schedule and hopes to continue doing so. He also noted that communications to the school community may be forthcoming when appropriate.

The report emphasized that the process has been positive and that candidates have expressed strong interest in Infinity and its mission. Specific candidate details were not discussed in the public meeting.

9. Old Business

9a. Social Emotional Learning and Mindfulness Club

The proposal originator reported that she is too busy to continue this item and suggested removing it from the agenda. The item will be removed from future agendas unless there is a reason to revisit it.

9b. Student Council Sports Activities Proposal

The Board discussed the Student Council sports activities proposal. Charles Molnar will follow up with the teacher regarding the students' progress.

Charles Molnar moved to table the item. Jonathan Hendrickson seconded the motion. The motion was carried unanimously.

9c. Surplus Computer Disposition

The Board discussed the disposition of surplus computers. Charles Molnar will reach out to Mrs. Lejcar regarding the matter.

Charles Molnar moved to table the item. Jonathan Hendrickson seconded the motion. The motion was carried unanimously.

10. New Business

10a. Conexus Preventative Maintenance Agreement for Building Automation System

Shelly Fredericks presented a proposal from Conexus for a preventative maintenance agreement for the school's Building Automation System, which supports heating and cooling operations. She noted that the school had considered Conexus previously, but the cost was not justified at the time because the equipment was still new.

Shelly reported that the school is now experiencing issues, many of which appear to be software-related. The proposed agreement would cost approximately \$7,000 per year and would include software updates that may help reduce recurring issues. The Board noted that there may be additional costs if the current server cannot support the updates or related system needs.

Shelly strongly recommended further consideration of the agreement.

Jonathan Hendrickson moved to table the item for additional research. Charles Molnar seconded the motion. The motion carried unanimously, with no opposition.

10b. Keystone Human Services Student Assistance Program 2026-2027 School Year Agreement

Shelly Fredericks presented the Keystone Human Services Student Assistance Program agreement for the 2026-2027 school year. Keystone has been providing SAP services for the school and, according to Shelly, has been doing a strong job. The cost remains unchanged from the prior agreement.

Jonathan Hendrickson moved to approve the Keystone Human Services Student Assistance Program agreement for the 2026-2027 school year. Charles Molnar seconded the motion. The motion carried unanimously, with no opposition.

10c. Summer Enrichment Program for Incoming Kindergarten Students

Shelly Fredericks introduced the question of whether the school should continue the Summer Enrichment Program for incoming kindergarten students. The program takes place in July and was originally funded with COVID-related funds. The school no longer has those funds available, though the program was funded by the school during the prior year.

Michelle Coleman asked whether the Board would want to continue the program if funding can be identified. Jonathan Hendrickson noted that the issue should be considered as part of the larger budget picture. He stated that the program appears to be a positive offering, but that the Board should evaluate both funding availability and whether the program is effective and aligned with the school's mission.

Stanley Roesch suggested inviting both kindergarten teachers to speak with the Board about the program. Jonathan asked whether they could be invited to the next meeting.

Michelle Coleman moved to table the item pending additional information, including funding research, program effectiveness, mission alignment, and input from kindergarten teachers. Jonathan Hendrickson seconded the motion. The motion carried unanimously, with no opposition.

10d. Alma SIS Five-Year Agreement

Shelly Fredericks reported that the school has been pleased with Alma and had reviewed renewal pricing. Alma offered a five-year agreement that would significantly reduce annual increases compared to a one-year agreement. Under the proposed arrangement, the school would pay annually after signing the five-year agreement.

The Board discussed the system's usability and value. Stanley Roesch reported that Alma does not have a steep learning curve. Heath Lettich and Shelly Fredericks reported that staff members like the system. The Board noted that the five-year agreement would also make the cost easier to budget.

Charles Molnar moved to approve entering into the five-year Alma SIS agreement. Jonathan Hendrickson seconded the motion. The motion was carried unanimously, with no opposition.

10e. Houck Roof Inspection Report and Snow Melt System Proposals

Shelly Fredericks reported that the school had the roof inspected around the same time that air conditioning units were blown off the roof, causing damage to part of the roof. The school has received a proposal to repair holes in the roof, but Shelly recommended waiting because some of the repairs may be covered by the insurance claim related to the air handlers.

Shelly also reported that the school experienced significant issues during the winter with sheets of ice falling from the roof onto the sidewalk and ramp, then refreezing. She requested Board consideration of a snow melt system. The snow melt system would be a significant expense of approximately \$20,000, which Shelly had already included in the current year's budget. An additional snow retention component was estimated at approximately \$7,800, but may not be immediately necessary.

Rob had contacted another provider for an additional proposal, but that proposal had not yet been received. The Board discussed whether multiple bids may be required for a project of this size and whether additional research should be completed before approval. The Board also discussed evaluating risks, potential grants, timing, and whether another quote should be obtained before proceeding.

Shelly noted that the school has had roof and ice issues historically, but that the problem was significantly worse during the recent winter due to repeated freeze and thaw conditions.

Jonathan Hendrickson moved to table the item pending further research, including the insurance response, additional proposal information, possible bid requirements, risk assessment, and potential grant opportunities. Charles Molnar seconded the motion. The motion was carried unanimously, with no opposition.

11. Personnel

There were no personnel matters for public discussion.

12. Confirmation of Next Meeting

The next regular meeting was confirmed for Tuesday, May 12, 2026 at 3:30 p.m.

An executive session is expected to be held one hour prior to the meeting.

13. Adjournment

Jonathan Hendrickson moved to adjourn the meeting. Charles Molnar seconded the motion. The motion was carried unanimously, with no opposition.

Action Items

Jonathan Hendrickson and Shelly Fredericks will work together on the approved \$150 mower maintenance contribution.

Shelly Fredericks will provide existing policies to the Board for review.

Charles Molnar will research potential discounted quality management or policy-tracking solutions.

Charles Molnar will follow up with the teacher regarding the Student Council sports activities proposal.

Charles Molnar will contact Mrs. Lejcar regarding surplus computer disposition.

Administration will conduct additional research regarding the Conexus preventative maintenance agreement, including software update needs, server compatibility, and possible additional costs.

Administration will gather additional information regarding the Summer Enrichment Program, including funding availability, effectiveness, mission alignment, and input from kindergarten teachers.

Administration will continue gathering information regarding the roof repair, snow melt system, insurance claim status, additional bids or proposals, risk considerations, and potential grant opportunities.

Scope Items Implicitly Addressed

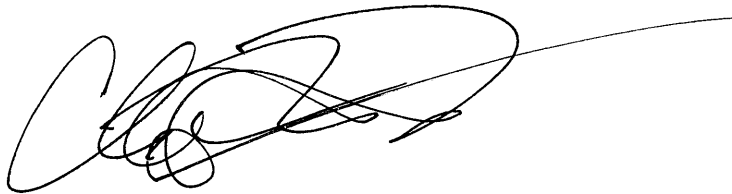
Budget planning and financial stewardship were addressed through the Business Manager's Report, health care cost review, potential year-end fund availability, Summer Enrichment Program discussion, the Alma SIS agreement, and facilities-related proposals.

Facilities and grounds oversight were addressed through the mower maintenance expense, Building Automation System maintenance proposal, roof inspection discussion, snow melt proposal, and snow retention discussion.

Policy governance and compliance infrastructure were addressed through the Policy Committee discussion and proposed policy review process.

Academic programming and student support were addressed through the Administrative Report, Summer Enrichment Program discussion, Keystone Human Services Student Assistance Program agreement, and the review of open instructional and learning support positions.

Community engagement and school culture were addressed through the IVO report, Teacher Appreciation Week, graduation planning, monthly newsletter efforts, guest speaker activities, and the Principal/CEO search update.



Charles Molnar, ICS Board Secretary

05.19.2026

Date



Michelle A. Coleman, ICS Board President

5/19/2026

Date