

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

Date: January 30, 2026      Time: 4:00 p.m.  
Location: 5405 Locust Lane, Harrisburg, PA 17109



INFINITY CHARTER SCHOOL

## Minutes

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1. Call Meeting to Order and Roll Call

<u>Zoom</u> Michelle Coleman (President)	<u>X</u> Heath Lettich-Ruley (Dir of Curric & Instr.)
<u>X</u> Jonathan Hendrickson (Acting Secretary)	<u>X</u> Shelly Fredericks (Bus Mgr)
<u>X</u> Stanley Roesch (Interim Principal)	<u>X</u> Charles Molnar

2. Declaration of Special Meeting

This special meeting of the ICS Board of Trustees is being held to resolve urgent personnel and board matters. An executive session was held immediately prior to the open meeting.

3. Approve Agenda

Switch order of items 4a and 4b under New Business. Add 5b to Personnel – resignation of Kate Crowe-Bussiere  
**Motion to approve amended agenda made by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #1)**

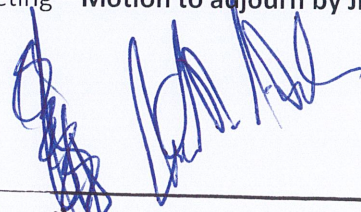
4. New Business

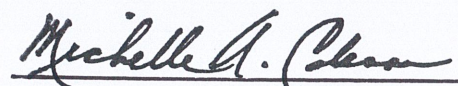
- Resolution to Establish an Ad Hoc Search Committee for Permanent Director/CEO  
Moved to 4b – **Motion to approve resolution to create an Ad Hoc Search Committee for a permanent Director/CEO by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #3)**
- Proposed New Board Member, Charles Molnar  
Moved to 4a - **Motion to approve Charles Molnar as the newest ICS Board Member by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #2)**
- February Board Meeting Date Change to Thursday, February 12<sup>th</sup> – **Motion to change February Board Meeting date from Tuesday, February 10, 2026 to Thursday, February 12, 2026 by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #4)**

5. Personnel

- Employment of Ashley Gipson, Intermediate Level Classroom Teacher – **Motion to approve employment of Ashley Gipson as 3/4 classroom teacher effective 1/31/26, at the pro-rated 2025-2026 teacher salary by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #5)**
- Resignation of Kate Crowe-Bussiere – **Motion to accept the resignation of Kate Crowe-Bussiere effective 1/29/26 made by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #6)**

6. Adjourn Meeting – **Motion to adjourn by JH, 2<sup>nd</sup> by MAC. All in favor, none opposed, no abstentions. (Action #7)**

  
Jonathan Hendrickson, Acting Secretary

  
Michelle A. Coleman, President, ICS Board of Trustees

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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 1

Action Taken: Motion to approve agenda, as amended.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			

Infinity Charter School  
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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 2

Action Taken: Motion to approve Charles Molnar as an ICS Board Member.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			

Infinity Charter School  
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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 3

Action Taken: Motion to approve a resolution to create an Ad Hoc Search Committee for a permanent CEO/Director.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			
Charles Molnar	X			

Infinity Charter School  
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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 4

Action Taken: – Motion to change February Board Meeting date from Tuesday, February 10, 2026 to Thursday, February 12, 2026.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			
Charles Molnar	X			

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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 5

Action Taken: Motion to approve employment of Ashley Gipson as 3/4 classroom teacher effective 1/31/26, at the pro-rated 2025-2026 teacher salary.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			
Charles Molnar	X			

Infinity Charter School  
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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 6

Action Taken: Motion to accept the resignation of Kate Crowe-Bussiere effective 1/29/26.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			
Charles Molnar	X			

Infinity Charter School  
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Infinity Board of Trustees Special Board Meeting Actions  
For January 30, 2026  
Action # 7

Action Taken: Motion to adjourn.

Motion by: Jonathan Hendrickson  
Second: Michelle Coleman

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Michelle Coleman	X			
Jonathan Hendrickson	X			
Charles Molnar	X			

## **Resolution to Establish an Ad Hoc Search Committee for Permanent Director/CEO**

**WHEREAS**, Infinity Charter School is committed to providing stable, mission-aligned, and effective leadership in service of its students, families, faculty, and staff; and

**WHEREAS**, the Board of Trustees has determined that it is in the best interests of the School to conduct a thorough, transparent, and timely search for a permanent school leader to serve in the role of Director/Chief Executive Officer (also referred to as CEO/Director or Director/CEO); and

**WHEREAS**, the Board has appointed an Interim Director/CEO and recognizes the importance of simultaneously initiating the search for permanent leadership in order to ensure continuity and stability no later than July 1, 2026; and

**WHEREAS**, the Board believes that a broadly representative search committee will strengthen the process by incorporating diverse perspectives from governance, administration, and staff, while preserving the Board's ultimate fiduciary and hiring authority;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees hereby establishes an **Ad Hoc Search Committee for the Permanent Director/CEO** (the "Committee"); and

**BE IT FURTHER RESOLVED**, that the purpose of the Committee shall be to design and conduct a search process for a permanent Director/CEO, including but not limited to: developing or refining the position description, publicizing the position, reviewing applications, conducting preliminary interviews, checking references as appropriate, and recommending one or more finalists to the Board of Trustees; and

**BE IT FURTHER RESOLVED**, that the Committee shall be chaired by Jonathan Hendrickson, Trustee, and shall include the following members, or their successors in role, subject to availability and willingness to serve:

- Michelle Coleman, President, Board of Trustees
- Jonathan Hendrickson, Member, Board of Trustees
- Charles Molnar, Member, Board of Trustees
- Heath Lettich-Ruley, Director of Curriculum, Instruction, and Student Affairs
- Tracie Miller, Administrative Assistant
- Shelly Fredericks, Business Manager
- Stacie Lejcar, Media Specialist

- Other members, as appointed by the Committee Chair.

**BE IT FURTHER RESOLVED**, that the Committee may consult with external advisors, professional associations, or search resources as it deems appropriate, subject to budgetary and policy constraints; and

**BE IT FURTHER RESOLVED**, that the Committee shall operate as an advisory body to the Board of Trustees, and that the authority to hire, appoint, or contract with a permanent Director/CEO remains solely with the Board; and

**BE IT FURTHER RESOLVED**, that members of the Committee shall be required to adhere to confidentiality expectations and conflict-of-interest policies as determined by the Board or set forth in School policy; and

**BE IT FURTHER RESOLVED**, that the Committee shall provide periodic updates to the Board of Trustees regarding the status of the search process, including general progress and milestones achieved, which updates may be reported in public session as appropriate, while strictly maintaining the confidentiality of applicant identities, candidate-specific information, and internal deliberations, consistent with the Pennsylvania Sunshine Act and all other applicable laws.

**BE IT FURTHER RESOLVED**, that the Committee shall endeavor to present a recommended finalist or finalists to the Board of Trustees as expeditiously as practicable, with the goal of appointing a permanent Director/CEO to begin service as soon as possible and no later than July 1, 2026.

**BE IT FINALLY RESOLVED**, that the Ad Hoc Search Committee shall automatically dissolve upon the appointment of a permanent Director/CEO by the Board of Trustees, or upon such earlier or later date as the Board may determine by further action.