

**Infinity Charter School**

**Board of Trustees Monthly Board Meeting Minutes**

For

Tuesday, August 13, 2013

Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

**Meeting**—called meeting to order at 2:25 p.m.

**Roll Call**—in attendance:

- **Board:** Michelle Coleman (Pres.)\_x\_\_\_ William Beaver (V.P.)\_x\_\_\_  
Joseph Schell (Sec. /Treas.)\_x\_\_\_ Ann Castaniera (Parent Rep.) \_x\_\_\_  
Matt Blaylock\_\_x\_\_\_\_
- **Staff:** Suzanne Gausman (CEO/Prin.)\_x\_\_\_ Shelly Fredricks (Bus. Mngr.)\_x\_\_\_

**Minutes**—

- Board moved and approved the ICS Board minutes from the July,2013 Board meeting (See motion #1)

**Parent/Community Member Comments:**

N/A

**Non-IVO Committee Reports:**

N/A

**IVO Reports:**

- After review and discussion, the Board approved the "Organization Events and Activities Calendar", as submitted (See motion #2)
- To date, no IVO parent volunteer has stepped forward to accept the Chair position for the ICS Yearbook committee. Regarding the yearbook contract with Entourage for the 2013-14 school year, the Board determined (See motion #3) that if there is no interest expressed on the part of the IVO membership, the Board, in turn, would let the contract lapse.

#### **Business Manager's Report—**

- Report was presented by Shelly Fredericks (Bus. Mngr.) and reviewed by the Board (See attached).
- Board discussed various issues in the report related to: (1) End-of-Year Audit, (2) setting up "Direct Deposit" options with Metro Bank, and (3) nuances regarding new federal requirements under the Patient Protection and Affordable Care Act
- Additional monies were set aside by the Board (See motion #4) for the completion of the library up-date that was initiated this summer
- Phone and Internet services will continue to be provided by Comcast

#### **CEO/Prin. Report—**

- Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board (See attached)
- Board discussed various issues in the report related to: (1) technology, (2) staff development and (3) personnel matters
- The Board determined (See motion #5) to move forward with the replacement of 13 monitors for the computers in the library.

#### **Old Business—**

- a. UC Appeal Disposition: Having reviewed updated information from our attorney regarding NJH, it was determined by the Board that we would await hearing from her attorney before any further action would be taken.
- b. Property Acquisition: After extensive discussion it was determined (See motion #6) that the Board would move forward with the purchase of the Locust Lane property.
- c. Overnight Camping Incident: A report of an alleged incident between students and a Volunteer during an overnight ICS sponsored trip last year were shared with the Board. It was determined by two separate agencies investigating the accusations that the allegations were unfounded and the accused volunteer was exonerated of any wrong-doing.
- d. Library Update: Several staff and volunteers worked diligently over this summer to inventory and categorize books and resource materials, utilized by students and staff both in the library and within their classrooms. It is suspected that about 35% of the work is complete.

**New Business—**

- a. New Hire: The Board approved (See motion #7) the hiring of Ms. Keirsten Davidson to fill the 3/4 teaching vacancy for the 2013-14 school year.
- b. Resignation: The Board accepted, with regrets, the letter of resignation, submitted by our guidance counselor, Ms. Misti Demko.

**Board Meeting Adjourned** at 5:25 p.m.

**Next Meeting** is scheduled for Tuesday, September 10, 2013 at 3:30 p.m.

(Executive session to begin at 2:30 p.m.)

Approved and Accepted:

\_\_\_\_\_  
(Joseph Schell, Secretary, ICS Board of Trustees      Date

\_\_\_\_\_  
Michelle Coleman, ICS Board of Trustees      Date

**Infinity Charter School**

**Board of Trustees**

**Motion # 1**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the August board meeting minutes, as submitted.

Motion by: WB

Second: MB

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

**Infinity Charter School**

**Board of Trustees**

**Motion # 2**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the IVO "Organization Events and Activities Calendar" for the 2013-14 school year, as submitted.

Motion by: MC

Second: JS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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**Board of Trustees**

**Motion # 3**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the renewal of the Entourage yearbook contract for the 2013-14 school, predicated on IVO identifying a Chair for the Yearbook committee.

Motion by: MC

Second: JS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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**Motion # 4**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve an additional \$1500 for the completion of the library up-date that was initiated during the summer, 2013.

Motion by: MB

Second: AC

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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**Board of Trustees**

**Motion # 5**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the replacement of 13 monitors for the computers in the library.

Motion by: MB

Second: AC

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:



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**Motion # 6**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the signing of a sales agreement and placing \$50,000 in an escrow account to secure the right to purchase a piece of property located on Locust Lane, Dauphin County, Pennsylvania.

Motion by: MB

Second: AC

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>          </u>	<u>          </u>	<u>          </u>	<u>  x  </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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**Motion # 7**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to approve the hiring of Ms. Keirston Davidson as the ¾ classroom teacher for the 2013-14 school year

Motion by: WB

Second: JS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments:

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**Motion # 8**

**Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

**Action Taken:** Motion to accept, with regrets, the letter of resignation, submitted by our guidance counselor, Ms. Misti Demko.

Motion by: WB

Second: JS

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
William Beaver	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Joe Schell	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ann Castaneira	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Matt Blaylock	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

Comments: