

Infinity Charter School

Board of Trustees Monthly Board Meeting Minutes

For

Tuesday, December 9, 2014

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

Meeting—called meeting to order at 6: 45 p.m.

Roll Call—in attendance:

- **Board:** Michelle Coleman (Pres.)_x__ William Beaver (V.P.)_x_
Joseph Schell (Sec.)_x__Michelle Haring (Parent Rep.) __x_
Matt Blaylock (Treas.)_x____
- **Staff:** Suzanne Gausman (CEO/Prin.)_x__ Shelly Fredericks (Bus. Mngr.)_x_

Minutes—

- Board moved and approved the ICS Board minutes from the November 11, 2014 Board meeting. (See Action # 1)

Parent/Community Member Comments: No community or parent membership was present.

IVO Reports: Michelle Haring attended IVO's monthly meeting and reported to the Board that the IVO expressed an interest in developing an annual calendar of proposed events and activities to be presented to the Board for consideration.

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) Website updating and (2) School Policy updates: Several new policies and revisions to existing policies were distributed to the Board for review. It was determined that further action on said policies would be taken at a future date, following an opportunity for Board members to review and discuss the policies as presented. At the conclusion to the Business Manager's report, a motion was made to accept the report, as submitted. (See Action #2)

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: (a) Annual Spelling Bee--scheduled to be held on Dec. 10th and (2) the Annual Holiday Shop--scheduled to be hosted by the IVO on Dec. 17th and 18th.

Old Business—

A. Locust Lane Property update: In order to obtain a certificate of occupancy for the property an environmental study must be completed. The study has been scheduled for Dec. 10th. In addition, a motion was made to investigate new funding avenues for the renovations and new construction needed at the Locust Lane property. (see Action #3)

New Business—

A. Fund Balance Policy: To assure compliance with the Governmental Accounting Standards, ICS adopted a resolution wherein every effort would be put forth to maintain an unassigned general fund balance within the guidelines as set forth by the GASB. (See Action #4)

B. Fund Balance Commitment: Having resolved to maintain a general fund balance, a further resolution was made to proportionately commit the general funds to future facilities expansion expenditures and costs associated with PSERS retirement system. (See Action #5)

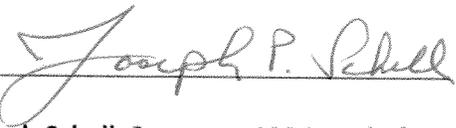
C. Right To Know Law: A comprehensive packet of information containing new and revised policies was distributed to the Board. Included in the information was proposed resolution regarding the Right To Know policy, Access of Records policy, and Fee Structure. It is anticipated that the Board will take action on the resolution following an opportunity for review and discussion of its contents.

Board Meeting Adjournment: Hearing no further business to be addressed by the Board, the meeting was adjourned at 7:55 p.m.

Next Meeting is scheduled for Tuesday, January 13, 2015 at 3:30 P.M.

(Executive Session to begin at 2:30 P.M.)

Approved and Accepted:



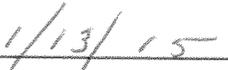
Joseph Schell, Secretary, ICS Board of Trustees



Date



Michelle Coleman, President, ICS Board of Trustees



Date

Infinity Charter School

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Action #1

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

Action Taken: Motion to approve the November, 2014 Board minutes, as submitted.

Motion by: WB

Second: MB

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Beaver	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Schell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michelle Harding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matt Blaylock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

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Action #2

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

Action Taken: Motion to approve the November, 11, 2014 Business Manager's Report, as submitted.

Motion by: MB

Second: MH

Board Vote:	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>
Michelle Harding	<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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Action #3

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

Action Taken: Motion to have the new building/construction committee initiate an investigation into new funding streams for the renovations and new construction of the new facility at the Locust Lane property.

Motion by: MH

Second: WB

Board Vote:	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>
Michelle Harding	<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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Action #4

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

Action Taken: A resolution to comply with the policies as set forth by the Governmental Accounting Standards Board and have a sufficient balance in the operating fund with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. ICS shall strive to maintain an unassigned general fund balance of not less than five percent and not greater than ten percent of total operating expenditures.

Motioned by: WB

Second by: MB

Board Vote:	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>
Michelle Harding	<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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Action #5

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

Action Taken: With the General Fund Balance at \$1,026,175 as of June 30, 2014, and whereas the Board established a Fund Balance policy, be it resolved that the Board commits \$703,919 for facilities expansion expenditures and \$134,871 for costs associated with the PSERS retirement program. This is in addition to already committed funds.

Motioned by: MH

Second by: MB

Board Vote:	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>
Michelle Harding	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Matt Blaylock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

Comments: