

**Infinity Charter School**

**Board of Trustees Monthly Board Meeting Minutes**

For

Tuesday, November 11, 2014

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

**Adjournment of Meeting:** A motion was made to adjourn a public meeting, held 10-21-14. (See Action #1)

**Meeting**—called meeting to order at 3:45 p.m.

**Roll Call**—in attendance:

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

**Minutes**—

- A motion was made to approve the ICS Board minutes from the October 14, 2014 Board Meeting. (See Action # 2)

**Information and Proposals--**

**A. Announcement of Executive session:** An executive session was held on 11-11-14 to discuss legal and personnel matters.

**B. Community/Public:** No persons from the community or general public (with the exception of one ICS teacher) attended the 11-11-14 public meeting.

**Reports--**

**A. IVO:** The Board was informed that a request for approval for 2 additional fundraisers would be forthcoming for the 2014-15 SY.

**B. By-Laws Committee:** The By-Laws Committee chair (i.e. Bill Beaver) indicated that he would be forwarding an information letter to the ICS parents, seeking volunteers who may have an interest in reviewing existing and newly proposed by-laws for ICS. Recommendations from the committee would

then be taken into consideration by the Board prior to action taken on existing and newly proposed by-laws.

**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: (a) A new bond acquisition for our Board Treasurer, and (b) land payment was issued for the Locust Lane property on 11-10-14.

**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) field trips and (b) facilities. Of note was the on-going difficulty of regulating and maintaining a comfortable temperature within the school building. Efforts are being made to address the problem.

**Old Business—**

**A. Dauphin County Board of Assessment Appeal Hearing:** On 10-30-14 our Board President and CEO attended an appeals hearing which resulted in a favorable response for ICS. The official notification granting ICS a real estate tax exemption, effective 7-1-14, will result in an annual savings in excess of \$10,000.

**B. Locust Lane Property :** The building committee is working diligently to correct the water and septic problem identified. Until corrections are made, a certificate of occupancy cannot be issued by the Township.

**C. Board Training:** On 12-9-14 Charter Choices will provide a ½ day training on Board compliance issues for all Board members.

**New Business--**

**A. BSSF Presentation on 2013-14 Financial Audit:** John Bonawitz, CPA, provided the Board with a presentation, summarizing key points in their report as a result of their recent audit. Especially noted was the fact that there were no negative or non-compliance issues found.

**B. Lottery Rules Change:** The Board was informed that it did not have, within its purview, the authority to amend the lottery protocol for perspective students to attend ICS and, in turn, a motion was made to rectify the problem. (See action #3)

**C. Personnel Matters:** (1) A motion was made to amend the duties and responsibilities of an existing paraprofessional to better support the instructional needs at ICS. (See Action #4) (2) A motion was made to hire a part-time paraprofessional to provide additional instructional support at ISC. (See Action #5)

**Board Meeting Recess:** Having no further business to be brought before the Board, the meeting was recessed at 5:02 p.m, and will reconvene at 9:00 a.m. on Tuesday, 11/18/14.

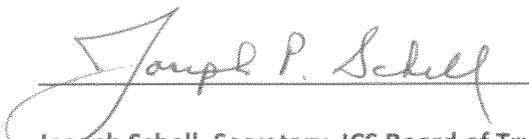
**Board Meeting Continuation:** The Board reconvened at 9:00 a.m. on 11/18/14. The following members were in attendance: Joseph Schell, William Beaver, Matthew Blaylock, Michelle Haring, Suzanne Gausman, and Shelly Fredericks.

- A. Executive Session was called at 9:50 a.m. to discuss a personnel issue. Executive session ended at 10:00 a.m.
- B. Updated financial models for the new building were presented by Brian LaForme from Charter Choices. Discussion followed.
- C. 403-B retirement plan – The Board discussed the option of providing an alternate retirement plan for new teachers to help alleviate some of the financial burden the school will be faced with as a result of increasing PSERS contribution rates. A motion was made to engage professionals to assist with the investigation of an alternate plan. (See Action #6)
- D. The meeting was adjourned at 12:10 p.m.

**Next Meeting** is scheduled for Tuesday, December 9, 2014 at 6:30 P.M.

(Executive Session to begin at 5:30 P.M.)

Approved and Accepted:

  
Joseph Schell, Secretary, ICS Board of Trustees

12-9-14  
Date

  
Michelle Coleman, President, ICS Board of Trustees

12-9-14  
Date

Infinity Charter School

Board of Trustees

Action #1

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

**Action Taken:** Motion to approve adjournment of the 10-21-14 administrative planning meeting.

Motion by: JS

Second: WB

<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>
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 #2

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

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

Motion by: MB

Second: MH

<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>
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 rescind the Board’s recently adopted procedures for student enrollment and amend Section 6 of the eligibility criteria for ICS student enrollment to reflect the previously approved enrollment protocol.

Motion by: MB

Second: MH

<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>          </u>	<u>  x  </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:** Motion to amend Beth Robert's floating paraprofessional schedule to reflect part-time teaching and part-time paraprofessional responsibilities.

Motion by: MB

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>
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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**Board of Trustees**

**Action #5**

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

**Action Taken:** Motion to approve the hiring of Gillian Brown as a part-time paraprofessional for the 2014-15 SY.

Motion by: MB

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	___x___	_____	_____	_____
William Beaver	___x___	_____	_____	_____
Joe Schell	___x___	_____	_____	_____
Michelle Harding	___x___	_____	_____	_____
Matt Blaylock	___x___	_____	_____	_____

Comments:

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Action #6

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

**Action Taken:** Motion to engage professionals to create and submit an alternate retirement plan for new employees, subject to Board approval prior to submission to PSERS.

Motion by: JS

Second: MH

<b>Board Vote:</b>	Yes	No	Absent	Abstain
Michelle Coleman	_____	_____	___X___	_____
William Beaver	___X___	_____	_____	_____
Joe Schell	___X___	_____	_____	_____
Michelle Harding	___X___	_____	_____	_____
Matt Blaylock	___X___	_____	_____	_____

Comments: