

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For January 8, 2019

Infinity Charter School  
5405 Locust Lane  
Harrisburg PA 17109

**Meeting** – Called meeting to order at 3:37 PM

**Roll Call** – In attendance:

**Board:** Michelle Coleman (Pres.)  X  Megan Mines-Hall (Parent Rep. & VP)  X

Michelle Haring (Secretary)  X  Matthew Blaylock (Treas.)  X

**Staff:** Suzanne Gausman (CEO/Prin.)  X  Carla Wilson (Bus. Mgr.)  X

Dawn Brotherton (Development)  X

**Review and Approval of the October 2018 Board Meeting Minutes—**

A motion was made (See Action #1) to approve the December 11, 2018 Board meeting minutes.

**Information and Proposals—**

Announcement of Executive Session: Prior to the regularly scheduled January Board meeting, the Board met in executive session to discuss financial and personnel matters.

Christine Cutuli attended the meeting as a community member and representative of the Grounds Committee. Rachael Smeltz attended as a community member.

**Committee Reports—**

**IVO:** No report.

**Curriculum Committee Report:** This committee is continuing the discussion of kindergarten.

**Grounds Committee:** Mulch was being sprayed on the playground which will open this week.

**Policy Committee:** No report.

**Business Manager's Report—**

Report was presented by Carla Wilson (Bus. Mgr.) and reviewed by the Board. A motion was made (see Action #2) to approve the report as submitted.

**CEO/Director's Report—**

Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board.

**Director of Development Report-**

A written report was presented by Dawn Brotherton (Dir. of Dev) and reviewed by the Board.

**Old Business**

**New Business—**

- A. **Confirmation of the 2019 Lottery Dates:** A motion was made to accept the letter of intent for returning students due date of March 8, 2019, Monday, April 8, 2019 at 4:00 pm as the final deadline for accepting new student paperwork and the lottery will be held on Friday, April 12, 2019 at 3:45 pm. (see Action #3)
- B. **Houck Services contract for a Snow Retention System:** A motion was made to enter into a contract with Houck Services for Snow Retention System for the front of the building. (see Action #4)
- C. **Partnership with Harrisburg University for a Middle School camp:** A motion was made to authorize a Robotics/Lego Build camp for entering 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders to be held at Infinity Charter School this summer via a partnership with Harrisburg University. (see Action #5)

**Personnel-**

**Next Meeting Confirmation—**

The next regularly scheduled meeting will be held at 3:30 p.m. on Tuesday, February 12, 2019. (Executive session will be held 1 hour prior to the meeting)

**Adjournment—**

Having no further business to address at this time, a motion (see Action #6) was made to adjourn.

**Approved and Accepted:**

\_\_\_\_\_  
Michelle Haring, Secretary, ICS Board of Trustees

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Infinity Charter School  
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Infinity Board of Trustees Monthly Board Meeting Actions

For January 8, 2019

Action # 1

**Action Taken:** Motion to approve the December 11, 2018 Board Meeting minutes.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes          | No                | Absent            | Abstain           |
|------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

For January 8, 2019

Action # 2

**Action Taken:** Motion was made to approve the Business Manager's report, as submitted.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes          | No                | Absent            | Abstain           |
|------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |

Comments:

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Action # 3

**Action Taken:** A motion was made to accept the letter of intent for returning students due date of March 8, 2019, Monday April 8, 2019 at 4:00 pm as the final deadline for accepting new student paperwork and the lottery will be held on Friday, April 12, 2019 at 3:45 pm..

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes          | No                | Absent            | Abstain           |
|------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

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Action # 4

**Action Taken:** A motion was made to authorize the contract to enter a contract with Houck Services for Snow Retention System for the front of the building.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes              | No                | Absent            | Abstain           |
|------------------|------------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>    X    </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>    X    </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>    X    </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>    X    </u> | <u>          </u> | <u>          </u> | <u>          </u> |

Comments:

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Action # 5

**Action Taken:** A motion was made to authorize a Robotics/Lego Build camp for entering 6th, 7th, and 8th graders to be held at Infinity Charter School this summer via a partnership with Harrisburg University.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes          | No                | Absent            | Abstain           |
|------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |

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Action # 6

**Action Taken:** Motion was made to adjourn the January Board meeting.

Motion by: Megan Mines-Hall

Second: Matthew Blaylock

| Board Vote:      | Yes          | No                | Absent            | Abstain           |
|------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Megan Mines-Hall | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Michelle Haring  | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |
| Matthew Blaylock | <u>  X  </u> | <u>          </u> | <u>          </u> | <u>          </u> |

Comments: