

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For October 9, 2018

Infinity Charter School
5405 Locust Lane
Harrisburg PA 17109

Meeting – Called meeting to order at 3:40 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) _____

Review and Approval of the September 2018 Board Meeting Minutes—

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

Information and Proposals—

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

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

Committee Reports—

IVO: Many activities which are planned and going well.

Curriculum Committee Report: No report.

Grounds Committee: Green Apple Day of Service was a success and the Committee appreciates LeGrand and all the volunteers with special thanks to the young volunteers. The parking lot paving is moving forward. There have been several quotes for playground structures.

Policy Committee: The Committee continues to work on the Leave Policy

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 submitted by Dawn Brotherton (Dir. of Dev) and reviewed by the Board.

Old Business

- A. Review of Leave Policy:** A motion was made (see Action #3) to approve the addition of FMLA to the Leave Policy. The Leave Policy will continue to be evaluated.

New Business—

- A. Annual Review of Homeless Student Policy**
- B. Review of WC Eshenaur & Son Planned Maintenance Contract Proposal for HVAC:** A motion was made (see Action #4) to approve the contract.
- C. Approve Parking Lot Change Order for LOBAR to Pave Parking Lot with Overage:** A motion was made (see Action #5) to approve the overage to come from the General Fund and the Donation Fund.
- D. Windfall Data Contract:** A motion was made (see Action #6) to approve the Windfall Data Contract.

Personnel-A motion was made (see Action #7) to accept with regret the resignation of Mary Lejcar as School Nurse.

Next Meeting Confirmation—

The next regularly scheduled meeting will be held at 3:30 p.m. on Tuesday, November 13, 2018. (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 #8) was made to adjourn.

Approved and Accepted:

Michelle Haring, Secretary, ICS Board of Trustees

Date

Michelle Coleman, President, ICS Board of Trustees

Date

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Infinity Board of Trustees Monthly Board Meeting Actions

For October 9, 2018

Action # 1

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

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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 October 9, 2018

Action # 2

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

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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 # 3

Action Taken: After a review of Leave Policy a motion was made to approve the addition of FMLA to the Leave Policy

Motion by: Matthew Blaylock

Second: Michelle Haring

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 # 4

Action Taken: A motion was made to approve the WC Eshenaur & Son Planned Maintenance Contract for HVAC.

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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 # 5

Action Taken: A motion was made to approve parking lot change order for LOBAR to pave parking lot with overage to come from the General Fund and the Donation Fund.

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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: A motion was made to approve the Windfall Data, Inc. Contract.

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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 # 7

Action Taken: A motion was made to accept the resignation of Mary Lejcar as school nurse with regret.

Motion by: Matthew Blaylock

Second: Megan Mines-Hall

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 # 8

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

Motion by: Michelle Haring

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: