

Business Manager's Report
Infinity Charter School

Date: September 10, 2019

Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109



ADMINISTRATIVE SERVICES

Furniture: **09/10/19: \$ 8,084.52 in new desks and chairs were purchased from Tanner.**

08/13/19: No updates at this time.

Equipment: **09/10/19: The final Lobar bill came in for the parking lot.**

08/13/19 No new equipment purchases were made in the past month.

Computers: **09/10/19: 50 Acer Chromebooks were purchased in the amount of \$10,850.50.**

08/13/19: No updates at this time.

Audit: **09/10/19: Auditors have finished their field work.** We have one pending item, cash receipts for 3 school districts, which will be pushed through Force Pay today.

08/13/19: The auditors were here for a preliminary audit on Thursday, June 13, 2019. Everything went well.

Budget: **09/10/19: no updates at this time.**

08/13/19: no updates at this time.

Donations: **09/10/19: We received a total of \$200.**

08/13/19: A total of \$644.43 was deposited.

Payroll: **09/10/19: No updates at this time**

08/13/19: No updates at this time

Accounts: **09/10/19: Account balance as of August 31 was Members 1st FCU \$545,152.16 checking.**

08/13/19: Account balance as of July 31 was Members 1st FCU \$641,676.64; PSDMAX = \$4.44.

Cash Flow: **09/10/19: No cash flow issues.**

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INFINITY CHARTER SCHOOL

Grants: **09/10/19: \$ 5,062.12 in Title IV and PASmart monies were received.**
 08/13/19: No update at this time.

Child Accounting: **09/10/19: School invoicing has been migrated to Anthony Boyer**
 08/13/19: The first invoices for FY 19/20 will go out before the end of the month.

School Policies: **09/10/19: No update at this time.**
 08/13/19: No update at this time.

Insurances: **09/10/19: New employees who chose ICS's health insurance have been added to the policy.**
 08/13/19: All insurance policies (except group insurance) will be with a new provider.

New Facility: **09/10/19: LPT is still holding approximately \$7,000 as an improvement guarantee. There are still some items that need to be checked before we are able to have this money returned to us. Suzanne has been working with all involved to resolve this issue.**
 08/13/19: LPT is still holding approximately \$7,000 as an improvement guarantee. There are still some items that need to be checked before we are able to have this money returned to us. Suzanne has been working with all involved to resolve this issue.

Prepared: September 10, 2019