

Business Manager's Report
Infinity Charter School

Date: April 12, 2022

Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109

And by ZOOM



Furniture:	04/12/22: No new furniture purchases. 03/08/22: No new furniture purchases.
Equipment:	04/12/22: No new equipment purchases. 03/08/22: No new equipment purchases.
Audits:	04/12/22: We completed a Non-Criminal Justice Agency Audit for the PA State Police. The audit included an online questionnaire and on-site visit reviewing our procedures for collecting, storing and destroying PA Criminal History Record Information. 03/08/22: No activity in the last month.
Budget:	04/12/22: No changes have been made to the budget since the last board meeting. We continue to modify the 2022-2023 budget. The next draft will be presented at the May board meeting. 03/08/22: The first draft of the 2022-2023 budget is provided for board review. It will continue to be modified over the next few months as more information becomes available, and will need to be approved at the June board meeting.
Donations:	04/12/22: A total of \$346.06 (including interest) was deposited to the donations account during the month of March. 03/08/22: A total of \$495.24 (including interest) was deposited to the donations account during the month of February.
Payroll:	04/12/22: Nothing new to report. 03/08/22: Nothing new to report.
Accounts:	04/12/22: Account balances as of March 31 st were: Members 1 st FCU=\$1,515,475; PSDLAF=\$4.44. 03/08/22: Account balances as of February 28 th were: Members 1 st FCU=\$1,515,341.68; PSDLAF=\$4.44.
Cash Flow:	04/12/22: April invoices for 255 students totaled \$250,143.35. The April Unipay was submitted using the new CFRS system. Payment should occur at the end of the month. 03/08/22: March invoices for 256 students totaled \$248,949.19. The February Unipay was received on 2/24, so all districts are paid through January.
Grants:	04/12/22: The final Title I and II allocations were released last week. Our Title II funding increased by \$1, and our Title I funding increased by \$128. A funding adjustment application needs to be submitted by mid-May. Reporting for ESSER funds begins this month. We were notified that we will be received an additional \$4,695.41 in ARP Supplemental IDEA-Part B funds through the CAIU. We will use the funds for speech & language services provided by the CAIU. 03/08/22: The ESSER ARP 7% Set-aside grant was approved. These funds will be used for Learning Loss, Summer Enrichment and After School programs.

- School Policies:** **04/12/22:** A draft of the revised Leave Policy is provided for review and discussion.
03/08/22: No new policies.
- Insurances:** **04/12/22:** A worker's comp claim was filed last month for an employee injury that occurred during recess.
03/08/22: The Business Manager is investigating health insurance options for next year. The current plan renews 8/1/22.
- New Facility:** **04/12/22:** Pay applications were received from eci and Mann Heating & Plumbing for work completed through 2/28/22, and from ElecTech for work completed through 3/31/22. Board approval is needed to issue payment using allocated reserve funds.
Loan closing for the new construction funds and existing loan refinancing is scheduled for April 11th.
03/08/22: The first pay applications for all contractors were processed and paid using reserve funds that were allocated to Phase 2.