

**Business Manager's Report**  
**Infinity Charter School**

Date: March 8, 2022

Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109

And by ZOOM



**INFINITY CHARTER SCHOOL**

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<b>Furniture:</b>	<b>03/08/22:</b> No new furniture purchases. <b>02/08/22:</b> No new furniture purchases in the last month.
<b>Equipment:</b>	<b>03/08/22:</b> No new equipment purchases. <b>02/08/22:</b> No new equipment purchases in the last month.
<b>Audit:</b>	<b>03/08/22:</b> No activity in the last month. <b>02/08/22:</b> The 2020-2021 audit, including the tax filing, is totally completed.
<b>Budget:</b>	<b>03/08/22:</b> 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. <b>02/08/22:</b> The first draft of the 2022-2023 budget is still a work in progress. It will be presented at the March board meeting.
<b>Donations:</b>	<b>03/08/22:</b> A total of \$495.24 (including interest) was deposited to the donations account during the month of February. <b>02/08/22:</b> A total of \$17,975.68 (including interest) was deposited to the donations account during the month of January. This included the proceeds from the Lancaster ExtraOrdinary Give (\$2,609.67).
<b>Payroll:</b>	<b>03/08/22:</b> Nothing new to report. <b>02/08/22:</b> All 2021 calendar year tax information was completed and submitted by the January 31 <sup>st</sup> deadline.
<b>Accounts:</b>	<b>03/08/22:</b> Account balances as of February 28 <sup>th</sup> were: Members 1 <sup>st</sup> FCU=\$1,515,341.68; PSDLAF=\$4.44. <b>02/08/22:</b> Account balances as of January 31 <sup>st</sup> were: Members 1 <sup>st</sup> FCU=\$1,840,354; PSDLAF=\$4.44.
<b>Cash Flow:</b>	<b>03/08/22:</b> March invoices for 256 students totaled \$248,949.19. The February Unipay was received on 2/24, so all districts are paid through January. <b>02/08/22:</b> We billed for a total of \$244,998 for 253 students for the month of February. No cash flow issues. The PDE Force Pay (subsidy redirection) process will change to an electronic submission at the end of the month.
<b>Grants:</b>	<b>03/08/22:</b> The ESSER ARP 7% Set-aside grant was approved. These funds will be used for Learning Loss, Summer Enrichment and After School programs. <b>02/08/22:</b> The ESSER II grant was approved, and we have received our first payment. Quarterly reports will need to be filed beginning in April.
<b>School Policies:</b>	<b>03/08/22:</b> No new policies. <b>02/08/22:</b> No new policies.

- Insurances:**
- 03/08/22:** The Business Manager is investigating health insurance options for next year. The current plan renews 8/1/22.
  - 02/08/22: The Treasurer's Bond renews next month.
- New Facility:**
- 03/08/22:** The first pay applications for all contractors were processed and paid using reserve funds that were allocated to Phase 2.
  - 02/08/22: The Trim Line building furnace was fixed.