

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

Date: April 13, 2021

Time: 3:30 p.m.

Location: 5405 Locust Lane, Harrisburg, PA 17109

And by ZOOM



**INFINITY CHARTER SCHOOL**

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- Furniture:**           **04/13/21: No new furniture purchases in the past month.**  
03/09/21: No new furniture purchases in the past month.
- Equipment:**       **04/13/21: Berkshire completed the annual fire extinguisher inspection. The semi-annual elevator inspection was also completed in March.**  
03/09/21: Comcast reconnected our fax line on Feb 10<sup>th</sup>. It had been "lost" when we upgraded our internet speed earlier in the school year.
- Audit:**               **04/13/21: No activity during the past month.**  
03/09/21: No activity during the past month.
- Budget:**           **04/13/21: We continue to modify the 2021-2022 budget. The next draft will be presented at the May board meeting.**  
03/09/21: The first draft of the 2021-2022 SY budget is included in the board packets. We will continue to tweak it over the next couple of months as more information becomes available.
- Donations:**       **04/13/21: A total of \$135,400.20 (including interest) was deposited to the donations account during the month of March. A significant portion of that amount were the proceeds from the sale of the donated stock.**  
03/09/21: A total of \$6,032.93 (including interest) was deposited to the Donations account during the month of February. This included \$5,000 in matching funds transferred from IVO for the Pavilion project.
- Payroll:**           **04/13/21: Nothing new to report.**  
03/09/21: Nothing new to report.
- Accounts:**       **04/13/21: Account balances as of March 31<sup>st</sup> were: Members 1<sup>st</sup> FCU = \$2,066,710; PSDMAX = \$4.44.**  
03/09/21: Account balances as of February 28<sup>th</sup> were: Members 1<sup>st</sup> FCU = \$1,744,385; PSDMAX = \$4.44.
- Cash Flow:**       **04/13/21: No cash flow issues.**  
03/09/21: No cash flow issues. School districts are continuing to pay regularly. The February Unipay was received on 2/25, so all districts are paid through January.
- Grants:**           **04/13/21: The funding adjustment was submitted prior to the due date. Our Federal Programs Monitoring review was completed by Zoom on March 18<sup>th</sup>. The focus of the review was our 2019-2020 Title II funds. All feedback was positive.**  
03/09/21: The final Title II allocations were released last week. Our funding went down by \$141. A funding adjustment application needs to be submitted by mid-April.



INFINITY CHARTER SCHOOL

- School Policies:**      **04/13/21: No new policies.**  
03/09/21: The Employee Tuition Reimbursement Policy needs to be approved.
- Insurances:**        **04/13/21: Nothing new to report.**  
03/09/21: Nothing new to report.
- New Facility:**        **04/13/21: Discussions regarding Phase 2 of the building have been initiated with Crabtree, Members 1<sup>st</sup> FCU and Arthur Hall Insurance.**  
03/09/21: The board needs to approve the paperwork from Members 1<sup>st</sup> FCU.

Prepared: April 8, 2021  
[Business Manager Report 2021.04.13.doc](#)