

# F.W. Parker Charter Essential School

## Minutes

### Board of Trustees Meeting

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#### **Date and Time**

Wednesday March 15, 2023 at 6:45 PM

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Link for remote access: <http://parker.school/boardoftrusteesmeeting>

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#### **Trustees Present**

A. Jolly, B. Harrigan (remote), G. Penna (remote), J. Saxe (remote), M. Edgar (remote), M. Lindsey (remote), M. Silva-Rosa, N. Odekirk Hatlevig (remote), P. Gordon (remote), S. Razzetti (remote), T. Testa (remote)

#### **Trustees Absent**

C. Soderman, M. Turnbull, S. Reinhorn

#### **Trustees who arrived after the meeting opened**

A. Jolly, M. Silva-Rosa

#### **Guests Present**

D. Merriam (remote), D. Van Patten (remote), K. Tedstone (remote), M. Beganski (remote), M. McKenna (remote)

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### **I. Meeting Notes**

#### **A. Meeting Objectives**

To review and approve the FY24 Budget.

#### **B. To prepare for this meeting, please do the following...**

1. Please RVSP through Board on Track.
2. Read the agenda and the packet

### **II. Opening Items**

#### **A.**

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Penna called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Wednesday Mar 15, 2023 at 6:47 PM.

### **C. Approve Minutes**

Motion to approve the minutes from January Board of Trustees Meeting on 01-10-23. The board **VOTED** unanimously to approve the motion.

### **D. Approve Minutes**

Motion to approve the minutes from February Board of Trustees Meeting on 02-14-23. The board **VOTED** unanimously to approve the motion.

A. Jolly arrived at 6:53 PM.

M. Silva-Rosa arrived at 6:56 PM.

## **III. FY24 Budget Proposal**

### **A. FY24 Budget Proposal**

Michelle McKenna presented the FY24 Budget Proposal which is included in the meeting packet. Michelle's oral and written presentation covered the following:

- Process and Timeline
- Assumptions and Background
- Building Reserves
- Fiscal 2024 Budget Overview
- Revenue
- Expenses
- Special Programs
- Capital Budget
- Next steps

The Board asked clarifying questions throughout the presentation.

Nicole Odekirk Hatlevig asked if the budget proposal is endorsed unanimously by the Finance Committee. Brian Harrigan said it is.

Mara Edgar asked if reserve money is held in interest bearing accounts. Micelle McKenna described where money is held and said most is in interest bearing accounts.

Glenn Penna asked about per pupil tuition, attrition, and sibling enrollment. Brian Harrigan and Deb Merriam discussed the yield rate and sibling preference for actively enrolled students.

#### **IV. Head of School Report**

##### **A. Head of School Report**

Brian Harrigan highlighted topics from the Head of School Report included in the meeting packet:

- Thank you to Michelle McKenna for her extraordinary work on the FY24 Budget.
- Enrollment numbers and efforts to increase yield numbers continue to be a priority.
- The Sizer Center had a busy and successful month.
- DEI work is continuing and transportation options are being explored.
- PLP meetings are Friday.
- Thank you to Katrina Tedstone for her work on the Drag Ball.
- Strategic Plan work continues - a draft of the RFP will be shared in April for Board review.
- Massachusetts Charter School Advocacy Week is next week and Board members are encouraged to participate.

#### **V. Other Business**

##### **A. Comments from the Public**

There were no comments from the public.

#### **VI. Votes**

##### **A. Suspend the Second Read of the FY24 Budget**

T. Testa made a motion to suspend the second read of the FY24 Budget.

J. Saxe seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **B. Approve FY24 Budget**

P. Gordon made a motion to approve the FY24 Budget.

J. Saxe seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **VII. Closing Items**

##### **A.**

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:11 PM.

Respectfully Submitted,  
M. Lindsey

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### **Documents used during the meeting**

- FY24 budget presentation Board.pdf
- 2023 March Head of School Report.pdf