

APPROVED

# F.W. Parker Charter Essential School

## Minutes

### Finance Committee Meeting

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#### Date and Time

Tuesday May 6, 2025 at 7:00 PM

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<http://parker.school/financecommittee>

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#### Committee Members Present

B. Muldoon (remote), E. Sturgis (remote), J. Appleton (remote), L. Clarke (remote), M. McKenna (remote), R. Egan (remote)

#### Committee Members Absent

C. Soderman, N. Odekirk Hatlevig

#### Guests Present

B. Harrigan (remote)

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### I. Opening Items

#### A. Record Attendance and Introductions if needed

Brian Harrigan attended as a guest

#### B. Call the Meeting to Order

M. McKenna called a meeting of the Finance Committee of F.W. Parker Charter Essential School to order on Tuesday May 6, 2025 at 7:15 PM.

#### C. Approve Minutes

E. Sturgis made a motion to approve the minutes from Finance Committee Meeting on 04-10-25.

L. Clarke seconded the motion.

approve minutes with adjustment to Brian attending as a guest

The committee **VOTED** to approve the motion.

### Roll Call

B. Muldoon	Aye
N. Odekirk Hatlevig	Absent
E. Sturgis	Aye
L. Clarke	Aye
M. McKenna	Aye
J. Appleton	Aye
R. Egan	Aye
C. Soderman	Absent

## II. Finance

### A. Q3FY25 results

Michelle presented the Q3FY25 Dashboard noting that there has not been significant change since Q2. The impact of the \$300,000 bonus was noted in Q3. Year end projections should result in a surplus closer to the typical range after the bonus adjusting for the impact of 18-20 students above budget.

Michelle attached detail net asset statements and P&L. Rick asked about the increasing payroll accrual. Michelle explained that this is related to the summer lump sum salary payout received by almost all of the teaching staff.

### B. Policy review

Michelle presented full fiscal policy handbook with recommended and approved adjustments from prior meeting as an FYI. Board will do a first read of recommended changes at their May meeting.

## III. Closing Items

### A. Adjourn Meeting

J. Appleton made a motion to to adjourn.

E. Sturgis seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,  
M. McKenna

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## Documents used during the meeting

- Q3FY25 Dashboard.pdf

- [interim net assets 33125.pdf](#)
- [interim P&L 33125.pdf](#)
- [FY25 fiscal policy and procedures.pdf](#)