

# F.W. Parker Charter Essential School

## Minutes

### Finance Committee Meeting

---

#### Date and Time

Monday November 10, 2025 at 6:30 PM

---

<http://parker.school/financecommittee>

---

#### Committee Members Present

B. Harrigan (remote), E. Sturgis (remote), M. McKenna (remote), N. Odekirk Hatlevig (remote), R. Egan (remote)

#### Committee Members Absent

J. Appleton

---

### I. Opening Items

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

#### B. Call the Meeting to Order

E. Sturgis called a meeting of the Finance Committee of F.W. Parker Charter Essential School to order on Monday Nov 10, 2025 at 6:33 PM.

#### C. Approve Minutes

R. Egan made a motion to approve the minutes from Finance Committee Meeting on 10-07-25.

N. Odekirk Hatlevig seconded the motion.

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

#### Roll Call

J. Appleton	Absent
M. McKenna	Aye
B. Harrigan	Aye
N. Odekirk Hatlevig	Aye
E. Sturgis	Aye

**Roll Call**

R. Egan                      Aye

**II. Finance**

**A. Q1 results**

Michelle presented the FY26Q1 Dashboard. Rick Egan asked about the timing of grant receipts for quarter 1. Michelle explained that their first draw down was not completed prior to 9/30. Nicole asked about the funding for lunch given the shutdown. Michelle explained that the program has been funded through 10/31.

**B. Plans for renewing CDs**

Michelle gave information about a few options for CD renewals with TD and the current rates. The committee will discuss at the meeting on 11/24 when Michelle hopes to have more info from TD.

**C. Audit Firm RFP**

Ellen presented a summary of results from the audit RFP. Brian Muldoon's feedback was that smaller might be better so that we are not just a number to the firm. Rick agreed that Daniel Dennis and MP seemed like appropriate options. Brian Harrigan asked about the importance of Massachusetts charter experience. The committee agreed that given the DESE audit guide experience, if possible, would be beneficial. The committee agreed that DD and MP were worth checking references on. Michelle was tasked with calling other charters and reporting back at 11/24 meeting.

**III. Closing Items**

**A. Adjourn Meeting**

R. Egan made a motion to adjourn.  
N. Odekirk Hatlevig seconded the motion.  
Net meeting - remote on 11/24 at 6:30  
The committee **VOTED** to approve the motion.

**Roll Call**

N. Odekirk Hatlevig    Aye  
B. Harrigan              Aye  
M. McKenna            Aye  
E. Sturgis               Aye  
R. Egan                   Aye  
J. Appleton              Absent

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

---

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

- Q1 Dashboard.pdf
- net assets 9-30-25.pdf
- rev exp 9-30-25.pdf
- CD renewal info.pptx
- Audit rfp results.pptx
- CBIZ.pdf
- LCW.pdf
- DD & Co Proposal.pdf
- WS.pdf
- LGA.pdf
- CLA's response to Parker School.pdf
- MP.pdf