



Cape Cod Lighthouse Charter School

195 Route 137, E. Harwich, MA 02645

phone: 774-408-7994

PLEASE POST

Pursuant to Open Meeting regulations, this is notification of the

Cape Cod Lighthouse Charter School

School Finance Committee

Date & Time: **Monday, June 23, 2025 at 5:30 p.m.**

*Meeting also available on zoom -
<https://us02web.zoom.us/j/3364539980>*

Meeting ID: 336 453 9980

Location: **Cape Cod Lighthouse Charter School,**

195 Route 137, East Harwich, MA 02645

Minutes

- I. Call to Order
- II. Approval of Minutes from May 27, 2025
 - A. Motion by Catherine O'Leary to approve
 - B. Seconded by Michael MacMillan
 - C. All in favor - unanimous
- III. Review of Budget to Date / Review Financials
- IV. Other discussions:
 - Audit is underway, going smoothly and on time

- We have a healthy bottom line, we may need to start spending in some areas where there is surplus, discussion re: surplus, June and July not yet accounted for
- Cmte reviewed the net income, discussion regarding payroll into the summer due to 26 week pay period
 - Final pay check is 7/31 - discussion regarding timeline for payroll
- Seminars - we were over budget on this
- Should we have a policy to approve budget transfers?
 - Can a budget transfer occur at any time?
 - Require Board approval?
 - Require a New vote on budget?
- For consideration: If the allocations change, under 20% we'll look at the implications, then go to Board
 - Might be better to do this by big buckets, and not line item by line item, but the bigger categories need approval
- Discussion regarding Capital improvements - move these funds over - do we want to go under \$100K?
- Handler discussion - need to replace the final unit - this will cost ~\$55K
- Discussion regarding tuition payments - we will need to hold the DESE funds for over 7 years

V. Next Meeting August 18th, 2025

VI. Vote to Adjourn

- A. Motion by Catherine O'Leary to adjourn the meeting
- B. Seconded by Michael MacMillan
- C. All in favor - unanimous