HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING
Monday September 25, 2017, 5:00 PM
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes

STANDING ITEMS

1. Opportunity for public comment
2. Facilities update – Ken Ducote
3. Principal’s Report – Michelle Douglas
4. Legal Report – Alvin Miester
   a) Review of FY 2017 Financial Audit
6. HR Report

BOARD BUSINESS

1. Old Business
2. New Business-
   a) Request approval for extension of the contract for HVAC controls, maintenance, etc.
HYNES CHARTER SCHOOL CORPORATION

Board of Directors Meeting
Monday August 14, 2017
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124

The following Board members were present: Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Jan Janz, Kris Scainono and Cassandra Youmans.

Meeting was called to order at 5:04pm by Alvin Miester

Roll call was conducted by Janet Gaudet

AGENDA OF August 14, 2017

The Board:

VOTE: To approve the agenda of August 14, 2017

Motion by Tim Ryan and second by Barbara Richard. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scainono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.
MINUTES OF PREVIOUS MEETING
The Board:

VOTE: To dispense reading and approve the minutes of the previous Board meeting.

Motion by Tim Ryan and second by Cassandra Youmans. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.

PUBLIC COMMENT
Does any member of the public have any comments or questions?
NONE

FACILITIES UPDATE –
NONE

PRINCIPAL’S REPORT
(see attached report)

This school year’s slogan is “Hynes, a New Orleans Tradition”.

The broad goals for the 2017-2018 school year are:

a) Reading Goal – By May 2018, 93.5% of our K-8th grade students will read on or above level.
b) Language Goal – By May 2018, 65% of our 3rd – 8th grade students will score Strong in the Written Expression subclaim of the ELA LEAP test.
c) Science Goal – By May 2018, 55% of our 3rd – 8th grade students will score Strong overall performance on the Science LEAP test.
d) Math Goal – By May 2018, 65% of our 3rd – 8th grade students will score Strong overall performance on the Math LEAP test.

Hynes has renewed agreements with Playworks for the Team Up Program, KIDsmART for arts integration and Achieve 3000.

Hynes is at full capacity for 2017-2018 enrollment.

Hynes has adopted D’Nealian handwriting as it’s formal program for handwriting. This applies for K-7th grades.
Faculty and staff has had their annual training for reporting suspected child abuse, the use of universal precautions and was reminded of the concussion protocol. This is valid for two years.

Hynes continues to explore expansion opportunities. Hynes qualifies for automatic replication and could receive potential start up monies if the right partner or opportunity presented itself. A new school facility is the main barrier.

The PTO is ramped up for an amazing financial and volunteer support for the school.

Hynes is exploring options to add shade to the school yeard to be funded by the 2016 PTO Donations.

Hynes has accepted a proposal from Frischhertz Electric to convert all lighting the parking lots from ballasted bulb to LED. It will cost $6,400 to convert all lights.

LEGAL COMMITTEE REPORT

NONE

FINANCIAL REPORT – John Gaudry

(see report)

HR REPORT

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. Proposed group insurance benefits for the 2017-2018 school year was presented by Carrie Leaumont from Arthur J. Gallagher & Co.

Medical insurance – Coverage from Blue Cross/Blue Shield with no rate increase.
Dental insurance - Will see a 4% increase
Vision insurance - No rate increase.
Life and Disability insurance will have no changes since renewal is not until next year.
The Board:

VOTE: To continue with proposed insurance coverages with Medical, Dental and vision. Life and Disability to stay as is.

Motion by Tim Ryan and second by Barbara Richard. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.

2. PTO fundraising events.

The Board:

VOTE: To approve the request of the Hynes Charter School PTO to host two fundraising events on the school campus to include food, alcoholic beverage consumption and an auction and/or raffle with the understanding that Security will be secured for each event, present proof of insurance and beverages served will be by holders of a “safe serve” card.

The events are a Gala on Friday, November 10, 2017 and a school fair on Saturday, April 14, 2018.

Motion by Tim Ryan and second by Barbara Richard. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.

3. Holiday Faculty and Staff party.

The Board:

VOTE: To approve the request of the Hynes Staff Climate Committee to host a Holiday Faculty and Staff party in the gym for employees and a guest on Saturday, December 2, 2017 with security, DJ music and “safe serve” bartenders.

Motion by Barbara Richard and second by Jan Janz. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.
4. LA. Compliance Questionnaire

The Board:

VOTE: Approval of the Louisiana Compliance Questionnaire as required by the Legislative Auditor; reviewed by all Board Members. To approve and authorize Board Chair to sign.

Motion by Tim Ryan and second by Barbara Richard. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.

There being no further business and upon a motion to adjourn duly made by Jan Janz and second by Helene Derbigny at 6:06pm. Board members, Alvin Miester, Barbara Richard, Tim Ryan, Helene Derbigny, Kris Scairono, Jan Janz and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.
Edward Hynes Charter School  
Principal’s Report September 25, 2017

Students & Academic

1. The broad goals for the 2017-18 school year are, by May 2018:
   a. 93.5% of our K-8th grade students will read on or above level.
   b. 65% of our 3rd-8th grade students will score Strong in the Written Expression sub-claim of the ELA LEAP test.
   c. 55% of our 3rd-8th grade students will score Strong overall performance on the Science LEAP test.
   d. 65% of our 3rd-8th grade students will score Strong overall performance on the Math LEAP test.

2. Teachers have embraced the new science standards and spent time in the beginning days of the year pacing instruction and materials accordingly. The teachers will work toward those overarching annual goals by refining the use of Achieve 3000, targeting instruction on the three types of written responses (narrative, opinion/argumentative, and informational responses), and through grade level coordination (i.e. pacing) of Eureka Math.

Faculty, Staff, and Administration

1. KiDsmART programs for during the day and after school are underway. Teachers are working with our resident artist to plan content-area lessons which incorporate art standards and activities. For the after school program, students in grades K-3 have the opportunity to sign up for visual arts classes.

2. Despite the disruptive opening of school with the fear of street flooding, professional development activities for the summer included a Eureka Math workshop and a session on LEAP 360, the new sets of diagnostic benchmarking tools released by the LDOE. Teachers are in the process of collecting data to set SLTs to improve student learning in ELA and Math. Teachers of Science and Social Studies are assessing students using similar tools. COMPASS evaluations are ready to begin.

3. The LaSIP program is still underway. Seven teachers have hosted one demonstration lesson thus far. The program will continue during the school year as teachers apply the Lesson Study Model.

4. We applied for a $7000 FACE Foundation Grant from the French Embassy in Washington, DC to support more professional development of our teachers on sheltered language instruction and increase the collection of French materials in our library. The French team is aligning our program’s expectations with those of a Louisiana certified program. We plan to apply for certification this year and having more PD will enhance that application.

5. We have had two meetings with ENROLL NOLA to ensure a smooth transition.

6. Since the Replicating Quality Schools sessions in 2013-14, we are still exploring options to replicate and one possibility may be in the 70122 zip code area.

Family and Community Involvement

1. The PTO will host our 4th Hynes Gala on Friday, November 10th and the theme is a masquerade entitled “Laissez les bons temps rouler!” Information is attached.

2. We have had many opportunities for Hynes parents and guardians to be involved. Most recently, over 230 guests attended reading class with their child to better understand the goals of our reading program so that they are better able to support those goals at home. We also had an overwhelming positive grandparents and special guest day last Friday.
3. The Newcomb Art Exhibit will be on loan, "The Most Natural Expression on Locality: Jazz, Newcomb Pottery and the Creative Impulse in Turn-of-the-Century New Orleans."

Operations and Facilities

1. We have made a request of the OPSB to make emergency repairs to stop the water intrusion around the school, much of which has been documented since we moved in January of 2012.

2. The playgrounds have been filled with playground-approved mulch. The garden beds have been refilled with pine mulch as part of a Tulane University day of service. (August 2017)

3. On Thursday, Sept. 21, 2017, the OPSB is released their online facilities handbook to us. This is where we will dock our information related to repairs and maintenance and will primarily be the responsibility of our Executive Director of Facilities.

4. The elevator passed a hydraulics test for City of New Orleans permit renewal. The elevator telephone is monitored by Schindler in the event that there is an emergency.

5. We are requesting an extension to our Siemens contract. They are our vendor for HVAC maintenance, repairs, and building automation.
September 25, 2017

To the Board of Directors of
Hynes Charter School Corporation
990 Harrison Ave
New Orleans, Louisiana

I have prepared the accompanying June, 2017 financial statements for Hynes Charter School Corporation in my capacity as an employee of Hynes Charter School Corporation. I have not prepared these financial statements in my capacity as a Certified Public Accountant in the practice of public accounting.

Please let me know should you have any questions or comments.

Sincerely,

John M. Gaudry
Chief Financial Officer
Hynes Charter School Corporation
Hynes Charter School
Statement of Financial Position
As of June 30, 2017

ASSETS

Current Assets
Cash and cash equivalents $ 5,005,089

Grants and other receivables:
OPSBLADOE $ 285,825
Husky Care 56,610
Other receivables 5,474
Total grants and other receivables 347,909

Prepaid expenses 122,974
Total Current Assets 5,475,972

Other Assets
Deposits 10,000
Leasehold improvements to be donated -
Total Other Assets 10,000

Fixed Assets
Leasehold improvements $ 14,479
Equipment 17,144
Total Fixed Assets 31,623
Accumulated depreciation (17,608)
Total Fixed Assets, net 14,015

TOTAL ASSETS $ 5,499,987

LIABILITIES AND NET ASSETS

Current Liabilities
Accounts payable OPSB $ 51,000
Other Accounts payable 28,982
Accrued payroll liabilities 471,077
Total Current Liabilities $ 551,059

Net Assets
Net assets, beginning of this fiscal year 4,676,348
Current year increase (decrease) in net assets 272,579
Net Assets, end of this period 4,948,928

TOTAL LIABILITIES AND NET ASSETS $ 5,499,987

The accompanying letter from the Hynes Charter School Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School  
Statement of Activities and Changes in Net Assets  
For the Year Ended June 30, 2017

<table>
<thead>
<tr>
<th></th>
<th>Actuals</th>
<th>Budget</th>
<th>Variance</th>
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<tr>
<td><strong>Revenues and Other Support</strong></td>
<td></td>
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<tr>
<td>MFP</td>
<td>$ 6,681,928</td>
<td>$ 6,432,300</td>
<td>$ 249,628</td>
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<td>NCLB</td>
<td>280,619</td>
<td>225,985</td>
<td>54,634</td>
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<td>Donations</td>
<td>101,085</td>
<td>40,000</td>
<td>61,085</td>
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<td>Other income</td>
<td>221,894</td>
<td>75,013</td>
<td>146,881</td>
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<td><strong>Total Revenues and Other Support</strong></td>
<td>7,285,526</td>
<td>6,773,298</td>
<td>512,228</td>
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<table>
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<tr>
<th><strong>Expenses</strong></th>
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<tr>
<td>Salaries</td>
<td>4,100,867</td>
<td>4,034,411</td>
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<td>Benefits</td>
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<td>1,479,783</td>
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<td>Child nutrition</td>
<td>10,605</td>
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<td>(10,395)</td>
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<td>Depreciation expense</td>
<td>8,303</td>
<td>5,174</td>
<td>3,129</td>
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<td>Disposal services</td>
<td>6,678</td>
<td>7,202</td>
<td>(524)</td>
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<tr>
<td>Donations expense</td>
<td>105,871</td>
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<td>105,871</td>
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<tr>
<td>Dues and fees</td>
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<td>6,150</td>
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<td>Equipment rental</td>
<td>15,161</td>
<td>15,120</td>
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<td>Insurance</td>
<td>147,676</td>
<td>192,720</td>
<td>(45,044)</td>
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<td>IT services</td>
<td>60,055</td>
<td>122,763</td>
<td>(62,708)</td>
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<td>LEA services</td>
<td>133,624</td>
<td>128,646</td>
<td>4,978</td>
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<td>Materials and supplies</td>
<td>258,880</td>
<td>178,000</td>
<td>80,880</td>
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<tr>
<td>Other expense</td>
<td>27,393</td>
<td>21,500</td>
<td>5,893</td>
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<td>Professional services</td>
<td>112,481</td>
<td>84,400</td>
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<td>Repair and maintenance</td>
<td>145,221</td>
<td>117,824</td>
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<td>Textbooks</td>
<td>48,036</td>
<td>110,000</td>
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<td>Transportation</td>
<td>49,107</td>
<td>53,404</td>
<td>(4,297)</td>
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<td>Travel</td>
<td>20,674</td>
<td>5,000</td>
<td>15,674</td>
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<td>Utilities</td>
<td>199,508</td>
<td>168,951</td>
<td>30,557</td>
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<td><strong>Total Expenses</strong></td>
<td>7,012,946</td>
<td>6,773,298</td>
<td>239,648</td>
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**CHANGE IN NET ASSETS**  

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<tr>
<td></td>
<td>272,579</td>
<td>-</td>
<td>$ 272,579</td>
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**Net Assets**  

- **Beginning of this fiscal year**: $4,676,348  
- **END OF THIS PERIOD**: $4,948,927

The accompanying letter from the Hynes Charter School Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School
Statement of Cash Flows
For the Year Ended June 30, 2017

CASH FLOW FROM OPERATING ACTIVITIES
Change in net assets $ 272,579

Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:
Depreciation 8,303
Changes in operating assets:
  Grants and other receivables (38,050)
  Prepaid expenses (37,730)
Changes in operating liabilities:
  Accounts payable 60,645
  Accrued payroll liabilities 327,736
Net cash provided by (used in) operating activities 593,483

CASH FLOW FROM INVESTING ACTIVITIES
Leasehold improvements to be donated

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS 593,483

Cash and cash equivalents - Beginning of the year 4,411,606
CASH AND CASH EQUIVALENTS - End of this period $ 5,005,089

The accompanying letter from the Hynes Charter School Chief Financial Officer is an integral part of these financial statements.
Selected Information - Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in these financials.

The Student Activity Fund is not included in these financials. The effects of not including the Student Activity Fund in the financials has not been determined by management.

The accompanying letter from the Hynes Charter School Chief Financial Officer is an integral part of these financial statements.