

HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING

Monday January 22, 2018, 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**
- 5. Financial Report – John Gaudry**
- 6. HR Report**

BOARD BUSINESS

- 1. Advantage Medical Professionals – Backup nursing services**
- 2. Addition of baiting stations to existing termite contract.**
- 3. Old business**
- 4. New business**



**Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124**

Monday, January 22, 2018

Draft of the Minutes from the Board of Directors Meeting of December 4, 2017 to be considered for approval:

The following Board members were present at the December 4, 2017 meeting: Alvin Miester, Barbara Richard, Helene Derbigny, Jan Janz , Kris Scairono, Tim Ryan and Cassandra Youmans.

Meeting was called to order at 5:03pm by Alvin Miester

Roll call was conducted by Janet Gaudet

VOTE: To approve the agenda of December 4, 2017

Motion by Barbara Richard and second by Tim Ryan. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono, Jan Janz, Tim Ryan 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 Barbara Richard and second by Tim Ryan. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono, Jan Janz , Tim Ryan 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

Ms. LaFonta, on behalf of the Principal and Staff, presented the Board members with a gift; an umbrella with Hynes' logo.

FACILITIES UPDATE –

The Hynes building was water tested by the same Architect who was commissioned to solve the initial leaks.

PRINCIPAL'S REPORT

(see attached report)

The 2nd quarter exams and midyear benchmark assessments are scheduled.

Through our social media applications, students are getting the opportunity to be a part of the Insta Pop-Up News and also the weekly wrap ups. Students in grades 5 and higher, write, record and produce the messages with the guidance of their computer teacher.

Hynes' Student Council President applied for a position on the Superintendent's Student Advisory Board, established to get students involved in the Unification Plan.

Science teachers in grades K-5 have completed 2/3 of their Project Lead the Way (PLTW) launch training. This is being conducted by our Launch lead teacher using a combination of job-embedded time and time after school. Teachers are provided relief for one hour of the time and they are paid a stipend for the remainder.

Several faculty members have chosen to advance their skills through formal professional development experiences.

Three teachers attended the regional NSTA conference last week.

Directors from the Kingsley House visited Hynes and asked us to partner with them to assist their families with identifying high quality elementary school programs as their children matriculate to elementary schools.

By popular demand, Hynes will host a second morning of school tours on Thursday, December 7, 2017 from 8:30 – 10:00am.

During the month of November, Hynes conducted both a fire drill and a tornado drill with all students.

The Board:

VOTE: To approve and allow Principal Douglas to pursue the opportunity further without a commitment of any sort.

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

OLD BUSINESS

NONE

NEW BUSINESS

NONE

There being no further business and upon a motion to adjourn duly made by Barbara Richard and second by Helene Derbigny at 6:03pm. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono, Jan Janz, Tim Ryan and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.

**Edward Hynes Charter School
Principal's Report January 22, 2018**

Students & Academic

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.
1. A 5th grader and an 8th grader were selected as students of the year. The 5th grader advanced to district winner and will represent Orleans Parish in the regional level. The 8th grader received runner up.
 2. The 2nd quarter ended with benchmark tests. The 3rd quarter whole faculty meeting is January 29th.
 3. 2017-18 Pupil Progression Plan is in draft form. Mrs. Persick has been instrumental in coordinating this effort on our behalf. We expect it to be completed soon and it is a new template from the state.
 4. Re-registration has been extended until Wed., January 24th due to the weather issues.
 5. To date, Hynes has over 1,500 applications for 2018-19. Of which, 677 have listed Hynes as their first choice. There are 632 applications to Kindergarten.
 6. Hynes was closed a total of 3 days. We will change the April 23rd fair holiday to a regular school day.
 7. By OPSB policy, operating agreement, and state law, we are required to hire a third party testing monitor called Caveon. The cost \$2800 for one day of monitoring.

Faculty, Staff, and Administration

1. The first semester of COMPASS evaluations are nearly completed.
2. Three teachers have been accepted to the SLC alternative certification program.
3. Hynes was selected by New Schools New Orleans to send a team of 5 to the UnboundEd conference in Los Angeles. The 5-day conference will take a deep dive into ELA and Math standards to advance leadership and enhance instruction. Registration was paid for by NSNO and Hynes was awarded a \$5,000 travel stipend to cover the hotel accommodations and airfare.
4. Hynes was selected by NSNO to be part of the Bellwether Readiness to Grow cohort. This will help analyze strengths and opportunities for our organization based on nine areas.
5. UNO and Hynes have each named a steering committee to plan the replication of our school on their campus. We will keep you updated as time progresses.

Family and Community Involvement

1. The PTO had a successful second quarter meeting. They are currently planning for the first father/daughter event on January 27th in our gym from 6-9PM.
2. By popular demand, Hynes will host subsequent school tours in January to meet the demand of the requests.

Operations and Facilities

1. We continue to have monthly evacuation drills.
2. Our facilities re-inspection is scheduled for February 1st.
3. Our Annual Site Visit from OPSB is scheduled for February 28th.
4. We are in the process of adding termite baiting stations to our existing termite agreement as per the new lease with Orleans Parish School Board.



Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124
(504) 324-7160

January 22, 2018

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

I have prepared the accompanying November, 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,

A handwritten signature in cursive script that reads 'John M. Gaudry'.

John M. Gaudry
Chief Financial Officer
Hynes Charter School Corporation

Hynes Charter School
Statement of Financial Position
As of November 30, 2017

<u>ASSETS</u>		
<u>Current Assets</u>		
Cash and cash equivalents		\$ 5,292,389
Grants and other receivables:		
OPSB / LADOE	\$ 130,930	
Husky Care	47,084	
Other receivables	21,614	
Total grants and other receivables		199,628
Prepaid expenses		159,685
Total Current Assets		5,651,702
<u>Other Assets</u>		
Deposits	10,000	
Total Other Assets		10,000
<u>Fixed Assets</u>		
Leasehold improvements	\$ 7,530	
Equipment	24,093	
Total Fixed Assets	31,623	
Accumulated depreciation	(19,336)	
Total Fixed Assets, net		12,286
TOTAL ASSETS		\$ 5,673,988
<u>LIABILITIES AND NET ASSETS</u>		
<u>Current Liabilities</u>		
Accounts payable OPSB	\$ 74,500	
Other Accounts payable	26,157	
Accrued payroll liabilities	273,603	
Total Current Liabilities		\$ 374,259
<u>Net Assets</u>		
Net assets, beginning of this fiscal year	4,923,735	
Current year increase (decrease) in net assets	375,994	
Net Assets, end of this period		5,299,729
TOTAL LIABILITIES AND NET ASSETS		\$ 5,673,988

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

	<u>For the Five Months Ended November 30, 2017</u>			<u>Annual Budget</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	
Revenues and Other Support				
MFP	\$ 2,670,629	\$ 2,908,925	\$ (238,296)	\$ 6,981,420
NCLB	29,497	56,496	(26,999)	225,985
Donations	-	16,665	(16,665)	40,000
Other income	38,521	49,665	(11,144)	119,200
Total Revenues and Other Support	<u>2,738,647</u>	<u>3,031,751</u>	<u>(293,104)</u>	<u>7,366,605</u>
Expenses				
Salaries	1,297,833	1,477,938	(180,105)	4,234,814
Benefits	464,980	598,565	(133,585)	1,715,100
Child nutrition	4,031	3,626	405	10,350
Depreciation expense	1,729	1,430	299	3,429
Disposal services	3,053	3,000	53	7,200
Donations expense	-	-	-	150,000
Dues and fees	13,262	13,750	(488)	33,000
Equipment rental	4,840	5,000	(160)	12,000
Insurance	53,804	67,085	(13,281)	161,000
IT services	43,632	25,000	18,632	60,000
LEA services	53,413	141,510	(88,097)	339,628
Materials and supplies	88,474	100,500	(12,026)	125,000
Other expense	16,544	7,500	9,044	18,000
Professional services	54,169	29,585	24,584	71,000
Repair and maintenance	67,146	40,625	26,521	97,500
Textbooks	75,682	43,500	32,182	68,000
Transportation	22,596	21,778	818	56,000
Travel	12,693	4,165	8,528	10,000
Utilities	84,772	88,341	(3,569)	194,584
Total Expenses	<u>2,362,653</u>	<u>2,672,898</u>	<u>(310,244)</u>	<u>7,366,605</u>
 CHANGE IN NET ASSETS	 <u>375,994</u>	 <u>358,853</u>	 <u>\$ 17,140</u>	 <u>\$ -</u>
 Net Assets				
Beginning of this fiscal year	4,923,735	4,923,735		
END OF THIS PERIOD	<u>\$ 5,299,729</u>	<u>\$ 5,282,589</u>		

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 Five Months Ended November 30, 2017

CASH FLOW FROM OPERATING ACTIVITIES	
Change in net assets	\$ 375,994
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	1,729
Changes in operating assets:	
Grants and other receivables	161,725
Prepaid expenses	(36,711)
Changes in operating liabilities:	
Accounts payable	(17,904)
Accrued payroll liabilities	(197,532)
Net cash provided by (used in) operating activities	<u>287,300</u>
 CASH FLOW FROM INVESTING ACTIVITIES	
Leasehold improvements to be donated	-
 NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	
	<u>287,300</u>
 Cash and cash equivalents - Beginning of the year	
	5,005,089
CASH AND CASH EQUIVALENTS - End of this period	<u><u>\$ 5,292,389</u></u>

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

Hynes Charter School Corporation

January 22, 2018

Selected Information - Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached November, 2017 financial statements.

The Student Activity Fund is not included in the attached November, 2017 financial statements. The effects of not including the Student Activity Fund in these financials has not been determined by management.

The accompanying letter from the Hynes Charter School Chief Financial Officer is an integral part of the attached November, 2017 financial statements.