HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING

Monday February 26, 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
   a) Monthly Financial Report
6. HR Report

BOARD BUSINESS

1. Old business:

2. New business:
   a) Resolution to submit Intent to Replicate paperwork to OPSB
   b) Open nominations for the Board for next school year
   c) Move to Executive Session to discuss the Professional Competence of Principal.
Draft of the minutes from the Board of Directors Meeting of January 22, 2018 to be considered for approval:

The following Board members were present at the January meeting: Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scainono and Cassandra Youmans.

Tim Ryan and Jan Janz were absent

Meeting was called to order at 5:05pm by Alvin Miester

Roll call was conducted by Janet Gaudet

AGENDA OF February 26, 2018

The Board:

VOTE: Wave the reading of the Agenda and approve the agenda of February 26, 2018,

Motion by Barbara Richard and second by Helene Derbigny. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scainono 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 Helene Derbigny. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono 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 –

OPSB has received the report regarding the water damage to the school. They will address the subject next month.

PRINCIPAL’S REPORT

(see attached report)

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.

2017-18 Pupil Progression Plan is in draft form. Mrs. Persick has been instrumental in coordinating this effort on the school’s behalf. We expect it to be completed soon and it is a new template from the state.

Re-registration has been extended until Wednesday, January 24th due to the weather issues.

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.

Due to the inclement weather, Hynes was closed a total of 3 days. To compensate, we will change the April 23rd fair holiday to a regular school day.
By OPSB policy, operating agreement and State law, we are required to hire a third party testing monitor called Caveon. The cost of $2,800 is for one day of monitoring.

Three teachers have been accepted to the SLC alternative certification program.

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.

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.

By popular demand, Hynes will host subsequent school tours in January to meet the demand of the requests.

Hynes continues to have monthly evacuation drills.

Hynes Annual Site Visit from OPSB is scheduled for February 28th.

Hynes is in the process of adding termite baiting stations to our existing termite agreement as per the new lease with OPSB. The set up cost is $7,800 and $800 per year to rebate.

LEGAL COMMITTEE REPORT

NONE

FINANCIAL REPORT – John Gaudry

The financial report was the Actual to Budget comparison for the month of November, 2017.
(see report)

HR REPORT

NONE

OLD BUSINESS

NONE
NEW BUSINESS

1. Advantage Medical Professionals – Backup nursing services.

The cost of an RN is $250 per day if needed.
The cost of an LPN is $150 per day if needed.

THE BOARD:

VOTE: To authorize Principal Douglas to review and negotiate the contract.

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

2. Baiting stations

THE BOARD:

VOTE: To modify the existing contract to add the baiting stations.

Motion by Barbara Richard and second by Helene Derbigny. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono 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 Barbara Richard and second by Cassandra Youmans at 6:03pm. Board members, Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.
February 26, 2018

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

I have prepared the accompanying January, 2018 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 Corporation

## Statement of Financial Position

As of January 31, 2018

### ASSETS

<table>
<thead>
<tr>
<th>Assets Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$5,366,821</td>
</tr>
<tr>
<td>Grants and other receivables:</td>
<td></td>
</tr>
<tr>
<td>OPSB / LADOE</td>
<td>$32,160</td>
</tr>
<tr>
<td>Husky Care</td>
<td>29,253</td>
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<tr>
<td>Total grants and other receivables</td>
<td>61,413</td>
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<tr>
<td>Prepaid expenses</td>
<td>125,398</td>
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<tr>
<td><strong>Total Current Assets</strong></td>
<td><strong>5,553,632</strong></td>
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<tr>
<td>Other Assets</td>
<td></td>
</tr>
<tr>
<td>Deposits</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>Total Other Assets</strong></td>
<td><strong>10,000</strong></td>
</tr>
<tr>
<td><strong>Fixed Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td>$7,530</td>
</tr>
<tr>
<td>Equipment</td>
<td>24,093</td>
</tr>
<tr>
<td><strong>Total Fixed Assets</strong></td>
<td><strong>31,623</strong></td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>(19,908)</td>
</tr>
<tr>
<td><strong>Total Fixed Assets, net</strong></td>
<td><strong>11,715</strong></td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$5,575,346</strong></td>
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### LIABILITIES AND NET ASSETS

<table>
<thead>
<tr>
<th>Liabilities Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable OPSB</td>
<td>$246,381</td>
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<tr>
<td>Other Accounts payable</td>
<td>13,077</td>
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<tr>
<td>Accrued payroll liabilities</td>
<td>367,871</td>
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<tr>
<td><strong>Total Current Liabilities</strong></td>
<td><strong>$627,329</strong></td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Net assets, beginning of this fiscal year</td>
<td>4,923,735</td>
</tr>
<tr>
<td>Current year increase (decrease) in net assets</td>
<td>24,282</td>
</tr>
<tr>
<td><strong>Net Assets, end of this period</strong></td>
<td><strong>4,948,017</strong></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND NET ASSETS</strong></td>
<td><strong>$5,575,346</strong></td>
</tr>
</tbody>
</table>

The accompanying letter from the Hynes Charter School Corporation Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School Corporation  
Statement of Activities and Changes in Net Assets  

<table>
<thead>
<tr>
<th>For the Seven Months Ended January 31, 2018</th>
<th>Annual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
</tr>
<tr>
<td>Revenues and Other Support</td>
<td></td>
</tr>
<tr>
<td>MFP</td>
<td>$3,738,882</td>
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<tr>
<td>NCLB</td>
<td>29,497</td>
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<tr>
<td>Donations</td>
<td>1,592</td>
</tr>
<tr>
<td>Other income</td>
<td>124,015</td>
</tr>
<tr>
<td>Total Revenues and Other Support</td>
<td>3,893,986</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>2,176,478</td>
</tr>
<tr>
<td>Benefits</td>
<td>796,067</td>
</tr>
<tr>
<td>Child nutrition</td>
<td>6,334</td>
</tr>
<tr>
<td>Depreciation expense</td>
<td>2,300</td>
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<tr>
<td>Disposal services</td>
<td>4,318</td>
</tr>
<tr>
<td>Donations expense</td>
<td>-</td>
</tr>
<tr>
<td>Dues and fees</td>
<td>18,150</td>
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<tr>
<td>Equipment rental</td>
<td>6,332</td>
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<tr>
<td>Insurance</td>
<td>75,326</td>
</tr>
<tr>
<td>IT services</td>
<td>59,123</td>
</tr>
<tr>
<td>LEA services</td>
<td>216,860</td>
</tr>
<tr>
<td>Materials and supplies</td>
<td>108,827</td>
</tr>
<tr>
<td>Other expense</td>
<td>16,586</td>
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<tr>
<td>Professional services</td>
<td>61,868</td>
</tr>
<tr>
<td>Repair and maintenance</td>
<td>88,311</td>
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<tr>
<td>Textbooks</td>
<td>75,082</td>
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<tr>
<td>Transportation</td>
<td>31,778</td>
</tr>
<tr>
<td>Travel</td>
<td>16,643</td>
</tr>
<tr>
<td>Utilities</td>
<td>108,721</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>3,869,704</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CHANGE IN NET ASSETS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>24,282</td>
</tr>
</tbody>
</table>

Net Assets  
Beginning of this fiscal year | 4,923,735 | 4,923,735 |
END OF THIS PERIOD            | $ 4,948,017 | $ 5,052,367 |

The accompanying letter from the Hynes Charter School Corporation Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School Corporation
Statement of Cash Flows
For the Seven Months Ended January 31, 2018

CASH FLOW FROM OPERATING ACTIVITIES
Change in net assets $ 24,282

Adjustments to reconcile change in net assets to
net cash provided by (used in) operating activities:

Depreciation 2,300

Changes in operating assets:
  Grants and other receivables 299,940
  Prepaid expenses (2,424)

Changes in operating liabilities:
  Accounts payable 140,898
  Accrued payroll liabilities (103,264)

Net cash provided by (used in) operating activities 361,732

CASH FLOW FROM INVESTING ACTIVITIES
Leasehold improvements to be donated

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS 361,732

Cash and cash equivalents - Beginning of the year 5,005,089
CASH AND CASH EQUIVALENTS - End of this period $ 5,366,821

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

February 26, 2018

Selected Information - Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached January, 2018 financial statements.

The Student Activity Fund is not included in the attached January, 2018 financial statements. The effects of not including the Student Activity Fund in these financials has not been determined by management.

Expenses for January, 2018 include $2,748 in legal expenses related to the start-up of the second Hynes campus at UNO.

The accompanying letter from the Hynes Charter School Corporation Chief Financial Officer is an integral part of the attached January, 2018 financial statements.
February 8, 2018

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

I have prepared the accompanying December, 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 Corporation
Statement of Financial Position
As of December 31, 2017

**ASSETS**

**Current Assets**
Cash and cash equivalents

Grants and other receivables:
OPSBO / LADOE
    $ 32,160
Husky Care
    90,207
Total grants and other receivables
    122,367
Prepaid expenses
Total Current Assets
    150,053

**Other Assets**
Deposits
Total Other Assets
    10,000

**Fixed Assets**
Leasehold improvements
    $ 7,530
Equipment
    24,093
Total Fixed Assets
    31,623
Accumulated depreciation
    (19,622)
Total Fixed Assets, net
    12,001

**TOTAL ASSETS**

**LIABILITIES AND NET ASSETS**

**Current Liabilities**
Accounts payable OPSB
    $ 211,181
Other Accounts payable
    28,886
Accrued payroll liabilities
    368,059
Total Current Liabilities
    $ 608,125

**Net Assets**
Net assets, beginning of this fiscal year
    4,923,735
Current year increase (decrease) in net assets
    (6,523)
Net Assets, end of this period
    4,917,212

**TOTAL LIABILITIES AND NET ASSETS**

$ 5,525,338

The accompanying letter from the Hynes Charter School Corporation Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School Corporation
Statement of Activities and Changes in Net Assets

<table>
<thead>
<tr>
<th>For the Six Months Ended December 31, 2017</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues and Other Support</strong></td>
<td></td>
</tr>
<tr>
<td>MFP</td>
<td>$ 6,981,420</td>
</tr>
<tr>
<td>NCLB</td>
<td>225,985</td>
</tr>
<tr>
<td>Donations</td>
<td>40,000</td>
</tr>
<tr>
<td>Other income</td>
<td>119,200</td>
</tr>
<tr>
<td><strong>Total Revenues and Other Support</strong></td>
<td>7,366,605</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>4,234,814</td>
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<tr>
<td>Benefits</td>
<td>1,715,100</td>
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<tr>
<td>Child nutrition</td>
<td>10,350</td>
</tr>
<tr>
<td>Depreciation expense</td>
<td>3,429</td>
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<tr>
<td>Disposal services</td>
<td>7,200</td>
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<tr>
<td>Donations expense</td>
<td>150,000</td>
</tr>
<tr>
<td>Dues and fees</td>
<td>33,000</td>
</tr>
<tr>
<td>Equipment rental</td>
<td>12,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>161,000</td>
</tr>
<tr>
<td>IT services</td>
<td>60,000</td>
</tr>
<tr>
<td>LEA services</td>
<td>339,628</td>
</tr>
<tr>
<td>Materials and supplies</td>
<td>125,000</td>
</tr>
<tr>
<td>Other expense</td>
<td>18,000</td>
</tr>
<tr>
<td>Professional services</td>
<td>71,000</td>
</tr>
<tr>
<td>Repair and maintenance</td>
<td>97,500</td>
</tr>
<tr>
<td>Textbooks</td>
<td>68,000</td>
</tr>
<tr>
<td>Transportation</td>
<td>56,000</td>
</tr>
<tr>
<td>Travel</td>
<td>10,000</td>
</tr>
<tr>
<td>Utilities</td>
<td>194,584</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>7,366,605</td>
</tr>
</tbody>
</table>

| CHANGE IN NET ASSETS                     |               |
|                                         | (6,523)       |
|                                         | 254,587       |
|                                         | $ (261,110)   |
|                                         | $ -           |

| Net Assets                               |               |
| Beginning of this fiscal year            | 4,923,735      |
| END OF THIS PERIOD                       | $ 4,917,212    |
|                                         | $ 5,178,322    |

The accompanying letter from the Hynes Charter School Corporation Chief Financial Officer is an integral part of these financial statements.
Hynes Charter School Corporation
Statement of Cash Flows
For the Six Months Ended December 31, 2017

CASH FLOW FROM OPERATING ACTIVITIES
Change in net assets $ (6,523)

Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:

Depreciation 2,014

Changes in operating assets:
- Grants and other receivables 238,986
- Prepaid expenses (27,079)

Changes in operating liabilities:
- Accounts payable 121,506
- Accrued payroll liabilities (103,076)

Net cash provided by (used in) operating activities 225,828

CASH FLOW FROM INVESTING ACTIVITIES
Leasehold improvements to be donated

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS 225,828

Cash and cash equivalents - Beginning of the year 5,005,089
CASH AND CASH EQUIVALENTS - End of this period $ 5,230,917

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

February 8, 2018

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

The Student Activity Fund is not included in the attached December, 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 Corporation Chief Financial Officer is an integral part of the attached December, 2017 financial statements.
Edward Hynes Charter School  
Principal’s Report February 26, 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. The 3rd quarter progress reports were issued last week.
2. Teachers participated in a professional development based on math standards and the delivery of Eureka plans. Each teacher submitted an aligned plan for the remainder of the school year.
3. Student enrollment targets have been set for next year.
4. Spring assessments are underway. SPED and ELL testing have begun. The school-wide testing meeting for the other state assessments will be in March. The window for LEAP 2025 testing begins April 23.

Faculty, Staff, and Administration

1. New Schools New Orleans (NSNO) and Hynes have partnered on several projects:
   o Five members of the Hynes faculty and staff attended the UnboundEd Standards Institute in Los Angeles, CA. We returned with action steps.
   o Application for Instructional Quality Initiative to access state grant money to participate in the New Leaders for New Schools consultant work in 2018-19 to advance instructional quality across all levels of leadership.
   o Bellwether Readiness to Grow (RTG) program to assess 9 key areas of our school.
2. The Hynes French Immersion program will apply to the Louisiana Department of Education for certification for World Languages. If approved, our school could potentially receive bonus points on our SPS in the category of innovative programs.
3. We completed an internal audit with SPED and OPSB last week.

Family and Community Involvement

1. Hynes hosted a table at the annual Urban League Schools Expo on Saturday, February 3, 2018.
2. The Lake Pontchartrain Basin Foundation (LPBF) will present “Sewer Science” lessons to students in grades 7 and 8 during March. This is funded by their Urban Waters Grant.
3. The staff will host a social at the LPBF Lighthouse in early March.
4. Hynes is the host site for the GNOCCS Job Fair on Saturday, March 10, 2018.
5. The PTO Men’s Committee will host a golf tournament on Friday, March 2nd at City Park golf course.
6. Hynes will host State Representative Stephanie Hilferty and State Education Superintendent John White on a day in March.
7. The Replication Steering Committee hosted a charrette with our Hynes staff to get their input.

Operations and Facilities

1. We continue to have monthly evacuation drills. This month we practiced for severe weather.
2. Our Annual Site Visit from OPSB is scheduled for February 28th.
3. The termite and baiting stations have been added to our campus as per the new lease.
4. Magnetic hardware was installed to control visitor access to campus. Other safety measures have been reassessed.
5. We are getting pricing for landscape maintenance.