

**HYNES CHARTER SCHOOL CORPORATION**  
**BOARD MEETING**

**Monday March 19, 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. Old Business**
- 2. New Business**
  - a) Accept the proposal for landscape maintenance from Pfefferle Lawns paid on a monthly basis.**





**Edward Hynes Charter School  
990 Harrison Avenue  
New Orleans, Louisiana 70124  
Minutes from February 26, 2018**

**The following Board members were present at the February 26, 2018 meeting: Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono, Jan Janz and Tim Ryan.**

**Cassandra Youmans was absent.**

**Meeting was called to order at 5:10pm by Alvin Miester**

**Roll call was conducted by Janet Gaudet**

**The Board:**

**VOTE: Waive the reading of the minutes from January 22, 2018 and them.**

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

**The Board:**

**VOTE: To approve the agenda for the February 26, 2018 meeting.**

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

**The 3<sup>rd</sup> quarter progress reports were issued last week.**

**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.**

**Student enrollment targets have been set for next year. 2055 students applied to Hynes.**

**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<sup>rd</sup>.**

**New Schools New Orleans (NSNO) and Hynes have partnered on several projects:**

- **Five members of the Hynes faculty and staff attended the UnboundEd Standards Institute in Los Angeles, CA. We returned with action steps.**
- **Application for Instructional Quality Initiative to access state grant money to participate in New Leaders for New Schools consultant work in 2018-19 to advance instructional quality across all levels of leadership.**
- **Bellwether Readiness to Grow (RTG) program to assess 9 key areas of our school.**

**The Hynes French Immersion program will apply to the Louisiana Department of Education for certification for World Languages. If approved, Hynes could potentially receive bonus points on our SPS in the category of innovative programs.**

**Hynes has completed an internal audit with SPED and OPSB last week.**

**The Lake Pontchartrain Basin Foundation (LPBF) will present “Sewer Science” lessons to students in grades 7<sup>th</sup> and 8<sup>th</sup> during March. This is funded by their Urban Waters Grant.**

**The staff will host a social at the LPBF Lighthouse in early March.**

**Hynes is the host site for the GNOCCS Job Fair on Saturday, March 10, 2018.**

**The PTO Men’s Committee will host a golf tournament of Friday, March 2<sup>nd</sup> at City Park golf course.**

**Hynes will host State Representative Stephanie Hilferty and State Education Superintendent John White on a day in March.**



**The Replication Steering Committee hosted a charrette with our Hynes staff to get their input.**

**Hynes continues to have monthly evacuation drills.**

**The termite and baiting stations have been added to our campus as per the new lease.**

**Magnetic hardware has been installed to control visitor access to campus.**

### **LEGAL COMMITTEE REPORT**

**NONE**

### **FINANCIAL REPORT – John Gaudry**

**The financial report was presented and included the actual to budget comparison for the month of January 2018.**

**(see report)**

### **HR REPORT**

**NONE**

### **OLD BUSINESS**

**NONE**

### **NEW BUSINESS**

- a) Resolution to submit Intent to Replicate packet to OPSB**

**Board President questioned if anyone from the public had any questions. No questions.**

**VOTE:**

**To allow Principal Douglas to submit said packet to OPSB.**

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

- b) Open nominations for the Board for next school year.**

**VOTE:**

**Although no one has expressed their intent to leave, motion to open nominations.**

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





**c) Move to Executive Session to discuss the Professional Competence of Principal.**

**VOTE:**

**Motion to move to Executive Session at 5:55.**

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

**BOARD**

**VOTE:**

**Motion to return from Executive Session at 6:20.**

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

**There being no further business and a motion to adjourn was duly made by Jan Janz and second by Tim Ryan at 6:20pm. Board members: Alvin Miester, Barbara Richard, Helene Derbigny, Kris Scairono and Cassandra Youmans voted to approve. No nays; vote was unanimous, motion passed.**



**Edward Hynes Charter School  
Principal's Report March 19, 2018**

**Celebration/Recognition**

1. Sofia Giarrusso was selected as the 5<sup>th</sup> Grade Regional Student of the Year and will now compete against 6 other students for the state title.
2. Lydia Austin and Alexis Martin were chosen by their colleagues as Teachers of the Year for the 2019 TOY program sponsored by the state.
3. Dawn Lobell was selected as an Orleans Parish recipient for the Delta Chapter of the American Petroleum Institute (API) teacher award.
4. Brittany Smith was listed in City Business as a "One to Watch" in education.

**Students & Academic**

The broad goals for the 2017-18 school year are, by May 2018:

- a. 93.5% of our K-8<sup>th</sup> grade students will read on or above level.
  - b. 65% of our 3<sup>rd</sup>-8<sup>th</sup> grade students will score Strong in the Written Expression sub-claim of the ELA LEAP test.
  - c. 55% of our 3<sup>rd</sup>-8<sup>th</sup> grade students will score Strong overall performance on the Science LEAP test.
  - d. 65% of our 3<sup>rd</sup>-8<sup>th</sup> grade students will score Strong overall performance on the Math LEAP test.
1. Third quarter report cards are being issued tomorrow.
  2. Student enrollment targets have been set for next year. We are currently waiting for the match to take place. We expect to receive our initial match list in early April.
  3. The window for LEAP 2025 testing begins April 23.
  4. The 2018-19 school year calendar will be released very soon. The fall dates were distributed at the PTO meeting.

**Faculty, Staff, and Administration**

1. New Schools New Orleans (NSNO) and Hynes have partnered on several projects:
  - 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.
  - Bellwether Readiness to Grow (RTG) program to assess 9 key areas of our school.
2. The Hynes French Immersion program certification documents have been submitted to the Louisiana Department of Education for certification for World Languages. The staff is preparing for FrancoFest which is this week and culminates on Friday.
3. The OPSB completed their annual visit and review of Hynes. There are no recommended changes.

**Family and Community Involvement**

1. The PTO is hosting City Park Night on Friday, April 6<sup>th</sup>.
2. The PTO is preparing to host the annual school fair. Please see the attached sponsorship flier.

**Operations and Facilities**

1. Active shooter training for staff is scheduled for May 21<sup>st</sup>. Meanwhile, the NOPD SWAT officers commended our administration for taking so many precautions to protect our students and staff. The officers conducted a site visit and safety walk-through to review our practices and plan for the simulation. Magnetic hardware was installed to both main entrances to control visitor access to campus.
2. The landscape maintenance is up for approval tonight.

3. Administration is seeking a full review of our insurance portfolio in the event that there could be a substantial cost savings or possible exposures.

### **Replication**

1. Replication documents were submitted. They will be resubmitted in November 2018.
2. The steering committee has met with the following people to get input and solicit their support:
  - a. Hynes Faculty and Staff
  - b. Representative Stephanie Hilferty
  - c. Superintendent John White
  - d. New Schools New Orleans
  - e. Charter School Growth Fund
  - f. UNO Faculty in Math and Science education
  - g. KidSmart coordinators for arts integration and STEM
3. Next steps: Meet with the UNO committee to make a plan of action for location, funding for a new building, and other operational aspects. A meeting is also set up with the Louisiana Charter School Association.
4. We are awaiting the Bellwether RTG report. The official visit took place last Monday.



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

March 19, 2018

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

I have prepared the accompanying February, 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*

John M. Gaudry  
Chief Financial Officer  
Hynes Charter School Corporation



**Hynes Charter School Corporation**  
**Statement of Financial Position**  
As of February 28, 2018

**ASSETS**

**Current Assets**

Cash and cash equivalents		\$ 5,207,950
Grants and other receivables:		
OPSB / LADOE	\$ 99,567	
Husky Care	40,931	
Other Receivables	8,054	
Total grants and other receivables		148,553
Prepaid expenses		111,196
<b>Total Current Assets</b>		<b>5,467,698</b>

**Other Assets**

Deposits	10,000	
<b>Total Other Assets</b>		<b>10,000</b>

**Fixed Assets**

Leasehold improvements	\$ 7,530	
Equipment	24,093	
Total Fixed Assets		31,623
Accumulated depreciation	(20,194)	
<b>Total Fixed Assets, net</b>		<b>11,429</b>

<b>TOTAL ASSETS</b>		<b>\$ 5,489,127</b>
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**LIABILITIES AND NET ASSETS**

**Current Liabilities**

Accounts payable OPSB	\$ 108,023	
Other Accounts payable	20,467	
Accrued payroll liabilities	432,035	
<b>Total Current Liabilities</b>		<b>\$ 560,524</b>

**Net Assets**

Net assets, beginning of this fiscal year	4,923,735	
Current year increase (decrease) in net assets	4,868	
<b>Net Assets, end of this period</b>		<b>4,928,603</b>

<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b>\$ 5,489,127</b>
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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**

	<u>For the Eight Months Ended February 28, 2018</u>			<u>Annual Budget</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	
<b>Revenues and Other Support</b>				
MFP	\$ 4,273,008	\$ 4,654,280	\$ (381,272)	\$ 6,981,420
NCLB	96,904	112,992	(16,088)	225,985
Donations	6,592	26,664	(20,072)	40,000
Other income	128,255	79,464	48,791	119,200
<b>Total Revenues and Other Support</b>	<b>4,504,759</b>	<b>4,873,400</b>	<b>(368,641)</b>	<b>7,366,605</b>
<b>Expenses</b>				
Salaries	2,550,901	2,750,376	(199,475)	4,234,814
Benefits	938,109	1,113,902	(175,794)	1,715,100
Child nutrition	7,486	6,734	752	10,350
Depreciation expense	2,586	2,288	298	3,429
Disposal services	4,945	4,800	145	7,200
Donations expense	-	-	-	150,000
Dues and fees	20,744	22,000	(1,256)	33,000
Equipment rental	8,548	8,000	548	12,000
Insurance	89,914	107,336	(17,422)	161,000
IT services	66,869	40,000	26,869	60,000
LEA services	247,839	226,416	21,423	339,628
Materials and supplies	119,306	111,000	8,306	125,000
Other expense	20,416	12,000	8,416	18,000
Professional services	70,238	47,336	22,902	71,000
Repair and maintenance	94,526	65,000	29,526	97,500
Textbooks	75,682	68,000	7,682	68,000
Transportation	36,917	40,444	(3,527)	56,000
Travel	17,528	10,000	7,528	10,000
Utilities	127,339	143,602	(16,263)	194,584
<b>Total Expenses</b>	<b>4,499,891</b>	<b>4,779,235</b>	<b>(279,344)</b>	<b>7,366,605</b>
 <b>CHANGE IN NET ASSETS</b>	 <b>4,868</b>	 <b>94,165</b>	 <b>\$ (89,297)</b>	 <b>\$ -</b>
 <b>Net Assets</b>				
Beginning of this fiscal year	4,923,735	4,923,735		
<b>END OF THIS PERIOD</b>	<b>\$ 4,928,603</b>	<b>\$ 5,017,900</b>		

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 Eight Months Ended February 28, 2018**

<b>CASH FLOW FROM OPERATING ACTIVITIES</b>	
Change in net assets	\$ 4,868
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	2,586
Changes in operating assets:	
Grants and other receivables	212,800
Prepaid expenses	11,779
Changes in operating liabilities:	
Accounts payable	9,928
Accrued payroll liabilities	(39,100)
<b>Net cash provided by (used in) operating activities</b>	<u>202,861</u>
 <b>CASH FLOW FROM INVESTING ACTIVITIES</b>	
Leasehold improvements to be donated	-
 <b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	
	<u>202,861</u>
 Cash and cash equivalents - Beginning of the year	
	<u>5,005,089</u>
<b>CASH AND CASH EQUIVALENTS - End of this period</b>	<u><u>\$ 5,207,950</u></u>

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



Hynes Charter School Corporation

March 19, 2018

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

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

**Expenses for the eight months ended February 28, 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 February, 2018 financial statements.**

