

HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING

Monday, October 29, 2018 at 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**
 - a. August 6, 2018 – Board Meeting**
 - b. September 24, 2018 – Board Meeting**

STANDING ITEMS

- 1. Opportunity for public comment**
- 2. Facilities update – Vanir Consulting Group**
- 3. Principal’s Report – Michelle Douglas**
- 4. Legal Report – Alvin Miester – None.**
- 5. Financial Report – John Gaudry**
 - a. Discussion of comparative financial statements**
 - b. Discussion of Tax Return**
- 6. HR Report – None.**

BOARD BUSINESS

- 1. Old business**
 - a. Status update on Friends of Hynes**
- 2. New business**
 - a. Discussion of 2019 – 2020 Replication**
- 3. Adjournment**



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

**Board of Directors Meeting
Monday, September 24, 2018**

Board Members Present: Alvin C. Miester III, Barbara Richard, Jan Janz, Kris Scairono, Helene Derbigny

Board Members Absent: Timothy Ryan, Cassandra Youmans

Others Present: Kenneth Ducote, John Gaudry, Elizabeth Bagert, Veronica Temple, Amy D. Verberne

Alvin C. Miester III, Board President, called the meeting to order at 5:07 pm and proceeded with the agenda.

1. **Approval of agenda.** Jan Janz made a motion to approve the September 24, 2018 meeting agenda. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
2. **Public comment.** None.
3. **Facilities update.** Kenneth Ducote – See attachment.
 - a. Provided an update to the envelope repairs currently out of bid by OPSB.
4. **Principal's report.** Shawn Persick on behalf of Michelle Douglas – See attachment.
5. **Legal committee report.** None.
6. **Financial report.**

- a. Discussion of CRI's year-end audit 2018 – Amy D. Verberne, CPA
 - i. Required Communications for Board of Directors of Hynes Charter School Corporation
 - ii. Statewide Agreed-Upon Procedures Report
 - iii. Financial Report

- b. Discussion of comparative financial statements – John Gaudry – See attachment.

7. HR report. None.

8. Old business.

9. New business.

- a. Barbara Richard made a motion to approve the Hynes Charter School PTO's request 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 the following conditions are met; security for each event, proof of insurance (require that OPSB and Hynes Charter school incorporation added as additional insurers of policy), and beverages served by holders of a "safe serve" card.

- 1. Soiree - November 10, 2018

- 2. School Fair - March 30, 2019

Kris Scairono seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

- b. Jan Janz made a motion to review, approve, and authorize the Principal/CEO to sign the tax engagement letter with Carr, Riggs & Ingram. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

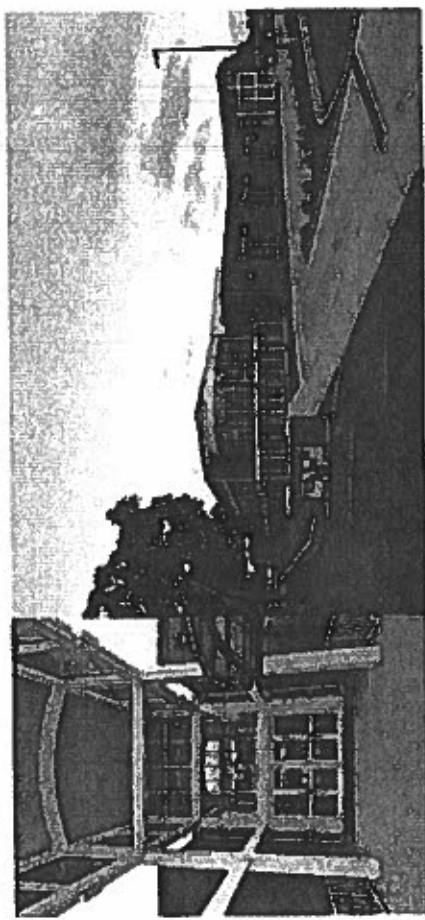
With no further business to discuss, a motion to adjourn was made by Barbara Richard, seconded by Helene Derbigny and passed unanimously by a vote of board members present. The meeting concluded at 6:14 pm.

9/24/18



Hynes Elementary School – Exterior Envelope Repair

Project Information		
Owner:	Orleans Parish School Board	
Project Status:	Procurement	
Funding Source:	FEMA/Capital Projects	
Architect:	SCNZ	
DBE Participation (Committed)		
Contract Value	TBD	
Current DBE Participation Value	TBD	
% of DBE Participation	TBD	
# of DBE Vendors	TBD	
Scope of Work		
Repair of building envelope due to water infiltration		
Project Status		
Construction Documents complete. Advertising for bids in September 2018.		
Budget/Cost Information Phases 1 & 2		
Current Budget	Projected Costs	
\$ 300,000	\$ 260,000	
	Projected Over/Under (\$ 40,000)	
Schedule Status		
Task	Planned	Actual
Design	February 2018	March 2018
Procurement	October 2018	---
Construction Complete	February 2019	---



**Edward Hynes Charter School
Principal's Report September 24, 2018**

Students & Academic

1. Our teachers have administered baseline assessments and LEAP 360 to their students. SLTs and grade level goals will be generated with the results.
2. Sixth grade will attend Junior Achievement Finance Park. Our students are being sponsored by Chick Fil A. Our teachers are preparing the students for this experience.
3. Fifth grade homerooms will each attend a week of off-campus instruction at the Jackson Barracks. STARBASE is a STEM program sponsored by the Department of Defense. Students will design, construct, and test launch their rockets.
4. Fall extra-curricular offerings are in full swing. They include swimming, volleyball, flag football, Academic Games, cross country, Girls on the Run, Heart and Sole, chess, and scouting at all levels.

Faculty, Staff, and Administration

1. The New Teacher Project (TNTP) coaching and professional development support for our staff is underway. During job-embedded professional development time, teachers meet in professional learning communities (PLCs) to conduct module overviews, plan, and take deep dives into instructional processes to yield positive student outcomes.
2. Hynes received an \$88,000 allocation from the state's SRCL Grant. With these monies, we can continue to plan meaningful opportunities for professional learning in language arts instruction.
3. On-site flu shots are being offered to staff members in early October.
4. Through the Greater New Orleans Collaborative, our Supervisor of Curriculum is coordinating participation in a Science cohort to review and implement tier 1 curriculum. Social Studies is also explored through the collaborative.
5. Review professional development plan for faculty and staff.

Family and Community Involvement

1. On the agenda, there is a request from the Hynes PTO seeking permission to host two fundraising events: the Soiree and the Fair. Each year, OPSB allows for 4 exceptions to their policy. These would represent the 2nd and 3rd exceptions.
2. Grandparents Day was an overwhelming success last Friday.
3. Our reading teachers hosted "Learning About Literacy" classes with students and their family members. The purpose of this is to promote alignment of school and home expectations for student performance.

Operations and Facilities

1. N.O. Fire Department conducted their safety drill and inspection. Hynes set a new record for evacuation.
2. The school building continues to experience issues directly related to defects in construction since 2012.

Replication

1. Hynes hosted members from the UNO Curriculum, Instruction, and Special Education Department for a tour and discussion of topics relative to expansion. There is a follow-up visit planned on their site.
2. President Nicklow has invited all deans and department heads for a visit to Hynes in early December.



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

September 24, 2018

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

I have prepared the accompanying June 2018 financial statements (Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows and Selected Information) 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 June 30, 2018

ASSETS

Current Assets

Cash and cash equivalents		\$ 4,890,073
Grants and other receivables:		
OPSB / LADOE	\$ 126,273	
Husky Care	52,105	
Other Receivables	<u>1,468</u>	
Total grants and other receivables		179,846
Prepaid expenses		<u>96,738</u>
Total Current Assets		5,166,657

Other Assets

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

Fixed Assets

Leasehold improvements	\$ 7,530	
Equipment	<u>24,093</u>	
Total Fixed Assets		31,623
Accumulated depreciation	<u>(21,336)</u>	
Total Fixed Assets, net		10,286

TOTAL ASSETS

\$ 5,186,943

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable OPSB	\$ 240,392	
Other Accounts payable	25,093	
Accrued payroll liabilities	<u>482,558</u>	
Total Current Liabilities		\$ 748,042

Net Assets

Net assets, beginning of this fiscal year	4,923,735	
Current year increase (decrease) in net assets	<u>(484,834)</u>	
Net Assets, end of this period		4,438,901

TOTAL LIABILITIES AND NET ASSETS

\$ 5,186,943

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

For the Year Ended June 30, 2018

	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>
Revenues and Other Support			
MFP	\$ 6,426,874	\$ 6,981,420	\$ (554,546)
NCLB	204,793	225,985	(21,192)
Donations	53,989	40,000	13,989
Other income	293,655	119,200	174,455
Total Revenues and Other Support	6,979,311	7,366,605	(387,294)
Expenses			
Salaries	4,224,643	4,234,814	(10,171)
Benefits	1,629,749	1,715,100	(85,351)
Child nutrition	10,365	10,350	15
Depreciation expense	3,729	3,429	300
Disposal services	7,452	7,200	252
Donations expense	-	150,000	(150,000)
Dues and fees	31,525	33,000	(1,475)
Equipment rental	13,833	12,000	1,833
Insurance	136,680	161,000	(24,320)
IT services	81,415	60,000	21,415
LEA services	360,235	339,628	20,607
Materials and supplies	196,945	125,000	71,945
Other expense	66,836	18,000	48,836
Professional services	126,537	71,000	55,537
Repair and maintenance	213,218	97,500	115,718
Textbooks	75,682	68,000	7,682
Transportation	52,193	56,000	(3,807)
Travel	37,182	10,000	27,182
Utilities	195,927	194,584	1,343
Total Expenses	7,464,145	7,366,605	97,540
CHANGE IN NET ASSETS	(484,834)	\$ -	\$ (484,834)
Net Assets			
Beginning of this fiscal year	4,923,735	4,923,735	
END OF THIS PERIOD	\$ 4,438,901	\$ 4,923,735	

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 Year Ended June 30, 2018

CASH FLOW FROM OPERATING ACTIVITIES	
Change in net assets	\$ (484,834)
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	3,729
Changes in operating assets:	
Grants and other receivables	181,507
Prepaid expenses	26,237
Changes in operating liabilities:	
Accounts payable	146,923
Accrued payroll liabilities	11,423
Net cash provided by (used in) operating activities	<u>(115,016)</u>
 CASH FLOW FROM INVESTING ACTIVITIES	
Leasehold improvements to be donated	
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	<u>(115,016)</u>
Cash and cash equivalents - Beginning of the year	5,005,089
CASH AND CASH EQUIVALENTS - End of this period	<u>\$ 4,890,073</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

September 24, 2018

Selected Information - Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached June 2018 financial statements (Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows).

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

Expenses for the year ended June 30, 2018 include \$4,165 in legal expenses related to the start-up of the second Hynes campus at the University of New Orleans.

The Net Assets for the period ended June 30, 2018 include \$14,785 of restricted funds related to the Project Lead the Way (PLTW) grant.

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

**Edward Hynes Charter School
Principal's Report October 29, 2018**

Students & Academic

1. This year's goals are:
Reading Goal: By May 2019, 92% of students will read on or above level.
Language Goal: By May 2019, 75% of 3rd-8th grade students will score strong overall performance on the 2019 LEAP 2025 in ELA.
Science Goal: By May 2019, 43% of 3rd-8th grade students will score strong overall performance on the 2019 LEAP 2025 in Science.
Math Goal: By May 2019, 62% of 3rd-8th grade students will score strong overall performance on the 2019 LEAP 2025 in Math.
Social Studies Goal: By May 2019, 55% of 3rd-8th grade students will score strong overall performance on the 2019 LEAP 2025 in S.S.
2. Student Learning Targets (SLTs) are in place for each teacher and administrator.
3. Sixth grade attended Junior Achievement Finance Park; this was the grand opening of the Chick-fil-A business.
4. Starbase programs are underway for 5th grade. The programs are 5-days of STEM activities held at Jackson Barracks.
5. Riptide placed 3rd in the league. JV Volleyball placed first and Varsity placed second in the New Orleans Athletic League (NOAL). Flag football playoffs are this week. Cross Country season is completed.

Faculty, Staff, and Administration

1. The process to hire a new Chief Financial Officer is underway.
2. The work with the New Teacher Project (TNTP) continues. During job-embedded professional development time, teachers meet in professional learning communities (PLCs) to conduct module overviews, plan, and take deep dives into instructional processes to yield positive student outcomes.
3. The school-wide improvement plan was submitted and accepted by OPSB. Special thanks to our team members, staff, and families who helped with the elements of it.
4. Compass observations are underway and individual professional growth plans (PGP) are being drafted. Staff members who are not rated on the Compass rubric will participate in a professional review to set goals for growth and improvement. The first of two evaluations cycles will be completed by winter break.

Family and Community Involvement

1. City Park Night and the Spooktacular were two PTO events in October and were very well attended by our community.
2. The Soirée is November 10, 2018. Tickets are now on sale.
3. The next phase of yard development is to install bleachers for the fans on the school yard. We are also exploring the installation of a fitness track.
4. School tours will be held on November 1 & 15 at 8:30AM.

Operations and Facilities

1. The custodial staff is continuing their one-hour risk management training sessions.

Replication

1. The Hynes Board should decide what grades, if any, will be replicated in 2019-20. The biggest concern is location. This information should be relayed to Enroll NOLA and OPSB.
2. The strategic planning process is underway.

EDWARD HYNES
HOMECOMING

2018

ALL STAR SOIREE

NOVEMBER 10, 2018
ON THE HYNES HUSKY COURTS

PATRON PARTY 6:00 PM - 7:00 PM
HOMECOMING SOIREE 7:00 PM - 10:00 PM

Silent Auction

Prize Board

Gourmet Tailgate

Festive Beverages

TICKETS ON SALE NOW!

THOMPSON-AUCTIONS.NET/HYNES

WE ARE LOOKING FOR DONATIONS FOR THE PRIZE BOARDS! IF YOU'D
LIKE TO HELP, VISIT THE LINK BELOW TO SEE HOW!

SIGNUPGENIUS.COM/GO/409084CAAFA2AAIFA7-HYNES4

AK



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

October 29, 2018

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

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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 Corporation
Statement of Financial Position
As of August 31, 2018

ASSETS

Current Assets

Cash and cash equivalents		\$ 5,110,655
Grants and other receivables:		
OPSB / LADOE	\$ 22,831	
Husky Care	53,029	
Total grants and other receivables		75,860
Prepaid expenses		183,053
Total Current Assets		5,369,569

Other Assets

Deposits	10,000	
Assets to be Donated	21,766	
Total Other Assets		31,766

Fixed Assets

Leasehold improvements	\$ 7,530	
Equipment	24,093	
Total Fixed Assets	31,623	
Accumulated depreciation	(21,908)	
Total Fixed Assets, net		9,715

TOTAL ASSETS		\$ 5,411,049
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LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable OPSB	\$ 274,928	
Other Accounts payable	20,222	
Accrued payroll liabilities	96,539	
Total Current Liabilities		\$ 391,688

Net Assets

Net assets, beginning of this fiscal year	4,438,901	
Current year increase (decrease) in net assets	580,460	
Net Assets, end of this period		5,019,361

TOTAL LIABILITIES AND NET ASSETS		\$ 5,411,049
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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

	For the Two Months Ended August 31, 2018		
	Actuals	Budget	Variance
Revenues and Other Support			
MFP	\$ 1,037,483	\$ 1,086,807	\$ (49,324)
NCLB	-	-	-
Donations	101,500	13,334	88,166
Other income	30,957	25,710	5,247
Total Revenues and Other Support	1,169,940	1,125,851	44,089
Expenses			
Salaries	203,638	207,696	(4,057)
Benefits	21,039	77,501	(56,463)
Child nutrition	536	536	-
Depreciation expense	571	572	(1)
Disposal services	1,339	1,260	79
Donations expense	-	-	-
Dues and fees	4,959	5,816	(857)
Equipment rental	2,093	1,834	259
Insurance	22,818	22,786	32
IT services	31,244	16,412	14,832
LEA services	39,877	70,908	(31,031)
Materials and supplies	50,059	31,111	18,948
Other expense	9,354	5,000	4,354
Professional services	6,874	12,826	(5,952)
Repair and maintenance	36,439	27,334	9,105
Textbooks	104,897	76,000	28,897
Transportation	3,915	3,111	804
Travel	16,001	1,666	14,335
Utilities	33,826	26,623	7,203
Total Expenses	589,480	588,992	488
 CHANGE IN NET ASSETS	 580,460	 536,859	 \$ 43,602
 Net Assets			
Beginning of this fiscal year	4,438,901	4,438,901	
END OF THIS PERIOD	\$ 5,019,361	\$ 4,975,760	

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 Two Months Ended August 31, 2018

CASH FLOW FROM OPERATING ACTIVITIES	
Change in net assets	\$ 580,460
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	571
Changes in operating assets:	
Grants and other receivables	103,986
Prepaid expenses	(86,315)
Changes in operating liabilities:	
Accounts payable	29,665
Accrued payroll liabilities	(386,019)
Net cash provided by (used in) operating activities	<u>242,348</u>
 CASH FLOW FROM INVESTING ACTIVITIES	
Leasehold improvements to be donated	(21,766)
 NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	
	<u>220,582</u>
 Cash and cash equivalents - Beginning of the year	
	4,890,073
CASH AND CASH EQUIVALENTS - End of this period	<u><u>\$ 5,110,655</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

Selected Information

October 29, 2018

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached August 2018 financial statements (Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows).

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

Expenses for the year ended August 31, 2018 include \$2,159 in legal expenses related to the start-up of the second Hynes campus at the University of New Orleans.

The Net Assets for the period ended August 31, 2018 include \$14,785 of restricted funds related to the Project Lead the Way (PLTW) grant.

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