



**Edward Hynes Charter School**

**Board Meeting**

**Agenda**

**December 10, 2018**

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

**Monday, December 10, 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. October 29, 2018 – Board Meeting**

**STANDING ITEMS**

- 1. Opportunity for public comment**
- 2. Facilities update**
- 3. Principal's Report**
- 4. Legal Report**
- 5. Financial Report**
  - a. Discussion of comparative financial statements**
- 6. HR Report**
- 7. Friends of Hynes Report**

**BOARD BUSINESS**

- 1. Old business**
- 2. New business**
- 3. Adjournment**



**Edward Hynes Charter School**

**Board Meeting**

**Minutes**

**October 29, 2018**



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

**Board of Directors Meeting  
Monday, October 29, 2018**

**Board Members Present:** Jan Janz, Alvin C. Miester III, Barbara Richard, Timothy Ryan, Kris Scairono, Cassandra Youmans

**Board Members Absent:** Helene Derbigny

**Others Present:** Elizabeth Bagert, Michelle Douglas, John Gaudry, Lee Reid, Veronica Temple

Alvin C. Miester III, Board President, called the meeting to order at 5:21 pm and proceeded with the agenda.

1. **Approval of agenda.** Timothy Ryan made a motion to approve the October 29, 2018 meeting agenda. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
2. **Approval of minutes.** Timothy Ryan made a motion to approve the August 6, 2018 and September 24, 2018 meeting minutes. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
3. **Public comment.** None.
4. **Facilities update.** Michelle Douglas on behalf of Kenneth Ducote.
  - a. Provided an update to the envelope repairs currently out for bid by OPSB.
  - b. OPSB has engaged with Vanir Consulting Group for an outside opinion on repairs before accepting bid.

5. **Principal's report.** Michelle Douglas – see attachment.

6. **Legal committee report.** None.

7. **Financial report.**

- a. Discussion of comparative financial statements – John Gaudry – See attachment.
  - i. August 2018 financial statements

8. **HR report.** None.

9. **Old business.**

- a. Status update on Friends of Hynes
  - i. First board meeting was held to vote on the following:
    - 1. Slate of officers
    - 2. Articles
    - 3. Bi-laws
  - ii. Next steps for Friends of Hynes:
    - 1. File with Secretary of State
    - 2. Prepare application with IRS
    - 3. Acquire a building to house Hynes at UNO (replication school)
    - 4. Find a contract manager

10. **New business.**

- a. Discussion of 2019 – 2020 Replication
  - i. Currently looking for a building to house Hynes at UNO
  - ii. Lee Reid explained agreement with EnrollNOLA, which would allow preference for a full time employee of UNO, for their children to attend Hynes at UNO.
  - iii. Need to define a “full time” employee
  - iv. Financial Model:
    - 1. 401K vs. TRSL
    - 2. Leaning toward TRSL for continuity
- b. Cassandra Youmans made a motion to replicate Hynes Charter School with three kindergarten classes, in 2019, to go into OneApp, pending a location, and authorizing Principal/CEO to make final decision. Barbara Richard 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 Cassandra Youmans, seconded by Jan Janz, and passed unanimously by a vote of board members present. The meeting concluded at 6:46 pm.



**Edward Hynes Charter School**

**Board Meeting**

**Reporting Documents**

**December 10, 2018**

# **Edward Hynes Charter School**

## **Facilities Report**

**December 10, 2018**

1. OPSB's Annual Building Inspection of Hynes - November 14, 2018
2. OPSB engaged with a contractor to make building repairs
3. Vanir Consulting Group – Building Report
4. Building Service Contracts – Update
  - a. Added service contract for kitchen refrigeration equipment
  - b. Grease trap – F.O.G. compliance
  - c. Termite contract – renewal



**Edward Hynes Charter School  
Principal's Report December 10, 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. Students in grades 3-8 completed their LEAP 360 interim tests. We are also administering our 2<sup>nd</sup> quarter reading assessments to measure student progress.
3. Winter break begins Friday, Dec. 21<sup>st</sup>. Students return on Monday, January 7<sup>th</sup>.

**Faculty, Staff, and Administration**

1. Faculty & Staff have two full days of professional learning on January 3<sup>rd</sup> and 4<sup>th</sup>. These days include active shooter training with NOPD, LDOE LEAP 360 training, and Eureka training.
2. The work with the New Teacher Project (TNTP) continues. During job-embedded professional development time, teachers meet in PLCs to conduct module overviews, plan, and take deep dives into instructional processes to yield positive student outcomes.
3. Congratulations to 3 more Hynes teachers who have successfully completed the SLC Alternative Certification Program and passed the PRAXIS for School Leaders Licensure. CEO was admitted to EO Louisiana.
4. Nine action plans will be developed and owned by staff members who are participating on the replication steering committee.
5. The first round of COMPASS evaluations will be 90% finished before the winter break. The remaining ones will be completed in early January.

**Family and Community Involvement**

1. The PTO reported a successful Soiree and hosted their second PTO meeting of the year.
2. The Men's Committee meets this Wednesday and they will play basketball afterwards in the gym.
3. The LCIA Holidays on Harrison is Wednesday. The Hynes Chorus will perform at 5:30PM.
4. The newly formed chapter of the National Junior Honor Society (NJHS) is currently conducting a food drive to benefit Second Harvest Food Bank.

**Operations and Facilities**

1. Hynes completed the annual review from OSPB, grant visit from NSNO, and Child Find audit.
2. Our director of facilities will begin to regularly attend board meetings to give updates.
3. Enroll NOLA reports show an increasing demand for both of Hynes campuses since November 19<sup>th</sup>.
4. We will place Hynes banners on the street poles along our blocks of Harrison Avenue and Argonne Boulevard.

**Replication**

1. One App reports indicate that Hynes at UNO is a viable choice for applicants.
2. The strategic planning process is expected to be complete at the end of December.
3. Hynes will receive a grant from the CSGF to assist with the costs of replication and planning.

# HYNES CHARTER SCHOOL



2527 HICKORY AVE. METAIRIE, LA 70003  
OFFICE: 504-737-7446 FAX: 504-737-3299  
TOLL FREE: 1-888-737-7446  
VISIT OUR WEBSITE: WWW.SIGNWORX.NET

**CLIENT:**  
HYNES CHARTER SCHOOL

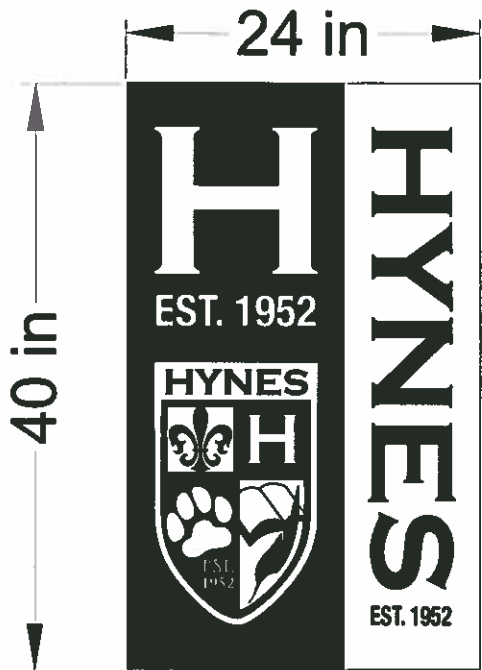
**DATE:** 10/9/2018

**JOB NUMBER:**

**SALESPERSON:**

**SIGNAGE DETAILS:**

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

December 10, 2018

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

I have prepared the accompanying October 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 October 31, 2018

**ASSETS**

**Current Assets**

Cash and cash equivalents		\$ 4,943,613
Grants and other receivables:		
OPSB / LADOE	\$ 84,967	
Other receivables	30,238	
Total grants and other receivables		115,204
Prepaid expenses		165,191
<b>Total Current Assets</b>		<b>5,224,009</b>

**Other Assets**

Deposits	10,000	
Assets to be Donated	24,185	
<b>Total Other Assets</b>		<b>34,185</b>

**Fixed Assets**

Leasehold improvements	\$ 7,530	
Equipment	24,093	
Total Fixed Assets	31,623	
Accumulated depreciation	(22,479)	
<b>Total Fixed Assets, net</b>		<b>9,143</b>

<b>TOTAL ASSETS</b>		<b>\$ 5,267,337</b>
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**LIABILITIES AND NET ASSETS**

**Current Liabilities**

Accounts payable OPSB	\$ 70,680	
Other Accounts payable	15,583	
Accrued payroll liabilities	268,651	
<b>Total Current Liabilities</b>		<b>\$ 354,914</b>

**Net Assets**

Net assets, beginning of this fiscal year	4,438,901	
Current year increase (decrease) in net assets	473,522	
<b>Net Assets, end of this period</b>		<b>4,912,423</b>

<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b>\$ 5,267,337</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 Four Months Ended October 31, 2018</u>			<u>Annual Budget</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	
<b><u>Revenues and Other Support</u></b>				
MFP	\$ 2,074,572	\$ 2,180,691	\$ (106,119)	\$ 6,556,221
NCLB	36,300	-	36,300	178,708
Donations	102,375	26,668	75,707	80,000
Other income	148,936	51,420	97,516	154,257
<b>Total Revenues and Other Support</b>	<b><u>2,362,183</u></b>	<b><u>2,258,779</u></b>	<b><u>103,404</u></b>	<b><u>6,969,185</u></b>
<b><u>Expenses</u></b>				
Salaries	905,735	1,046,179	(140,444)	4,192,869
Benefits	357,252	390,380	(33,128)	1,564,562
Child nutrition	2,680	2,680	-	10,725
Depreciation expense	1,143	1,144	(1)	3,429
Disposal services	3,239	2,520	719	7,560
Donations expense	-	-	-	20,000
Dues and fees	12,629	11,632	997	34,897
Equipment rental	5,048	3,668	1,380	11,004
Insurance	45,635	45,572	63	136,711
IT services	48,526	32,824	15,702	98,474
LEA services	79,895	141,957	(62,062)	426,154
Materials and supplies	83,163	71,111	12,051	160,000
Other expense	29,510	10,000	19,510	30,000
Professional services	36,235	25,652	10,583	76,950
Repair and maintenance	74,373	54,668	19,705	164,000
Textbooks	110,336	76,000	34,336	76,000
Transportation	15,114	15,556	(442)	56,000
Travel	16,001	3,332	12,669	10,000
Utilities	62,148	63,599	(1,451)	184,880
<b>Total Expenses</b>	<b><u>1,888,661</u></b>	<b><u>1,998,473</u></b>	<b><u>(109,812)</u></b>	<b><u>7,264,216</u></b>
 <b>CHANGE IN NET ASSETS</b>	 <b><u>473,522</u></b>	 <b><u>260,306</u></b>	 <b><u>\$ 213,216</u></b>	 <b><u>\$ (295,030)</u></b>
 <b><u>Net Assets</u></b>				
Beginning of this fiscal year	4,438,901	4,438,901		
<b>END OF THIS PERIOD</b>	<b><u>\$ 4,912,423</u></b>	<b><u>\$ 4,699,207</u></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 Four Months Ended October 31, 2018

<b>CASH FLOW FROM OPERATING ACTIVITIES</b>	
Change in net assets	\$ 473,522
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	1,143
Changes in operating assets:	
Grants and other receivables	64,642
Prepaid expenses	(68,453)
Changes in operating liabilities:	
Accounts payable	(179,222)
Accrued payroll liabilities	(213,907)
<b>Net cash provided by (used in) operating activities</b>	<u>77,725</u>
 <b>CASH FLOW FROM INVESTING ACTIVITIES</b>	
Leasehold improvements to be donated	(24,185)
 <b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	 <u><u>53,540</u></u>
 Cash and cash equivalents - Beginning of the year	 4,890,073
<b>CASH AND CASH EQUIVALENTS - End of this period</b>	<b><u><u>\$ 4,943,613</u></u></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

Selected Information

December 10, 2018

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached October 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 October 2018 financial statements. The effects of not including the Student Activity Fund in these financials has not been determined by management.

Expenses for the four months ended October 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 October 31, 2018 include \$10,611 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 October 2018 financial statements.