



Edward Hynes Charter School

Board Meeting

Agenda

April 19, 2021

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, April 19, 2021 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. March 15, 2021 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. Facilities Report
3. CEO's Report
4. Legal Report
5. Financial Report
 - a. Discussion of Financial Statements
 - b. Present Preliminary Draft Combined Budget for Hynes-Lakeview, Hynes-UNO, Hynes-Coghill at Parkview, and Hynes-CMO for the Fiscal Year 2021-2022
6. HR Report
7. Friends of Hynes Report

BOARD BUSINESS

1. Old business
2. New business
 - a. Hynes-Coghill at Parkview transition into the Hynes Charter School Corporation LEA
3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

March 15, 2021



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

**Board of Directors Meeting
Monday, March 15, 2021**

Board Members Present: Jan Janz, Alvin C. Miester III, Barbara Richard, Kris Scairono, Cassandra Youmans; Helene Derbigny @ 5:25 pm

Board Members Absent: Bill Chauvin

Others Present: Elizabeth Bagert, Michelle Douglas, Leon Mathes, Shawn Persick, Mike Townsend

Alvin C. Miester III, Board President, called the meeting to order at 5:06 pm and proceeded with the agenda.

1. **Approval of agenda.** Jan Janz made a motion to approve the March 15, 2021 meeting agenda. Kris Scairono seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
2. **Approval of minutes.** Barbara Richard made a motion to waive the reading of and to approve the February 8, 2021 board meeting minutes. Jan Janz 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.** Mike Townsend – see attachment.
 - a. Mike Townsend stated that a walkthrough of the Hynes-Coghill at Parkview campus will be completed for vendor opinion.

- b. Michelle Douglas explained that an inspection of the elevator at the Hynes-Coghill at Parkview was completed.

5. CEO's report. Michelle Douglas – see attachment.

a. Discussion of the following:

- i. Hynes-Coghill at Parkview to remain under NOLAPS LEA for one year or transition to the Hynes Charter School Corporation LEA.

6. Legal committee report. None.

7. Financial report. Leon Mathes – see attachment.

a. Discussion of the following:

- i. Financial statements for Hynes-CMO, Hynes-Lakeview, and Hynes-UNO as of February 28, 2021.

- b. Leon Mathes stated to the board that the PPP Loan has been forgiven.

8. HR report.

- a. Terri Williams, Principal of Hynes-Coghill at Parkview, introduced the new Hynes-Coghill at Parkview Assistant Principals:

- i. Tiffany Vega-Dermody

- ii. Ashlyn Williams

9. Friends of Hynes Report.

- a. Michelle Douglas stated that groundbreaking on the University of New Orleans campus should begin in August 2021.
- b. Kris Scairono explained to the board that the Friends of Hynes Board of Directors, the administrative leaders at Hynes Charter School Corporation, the administrative leaders at Hynes-UNO, and representatives from GraceHebert Architects will meet with the faculty and staff at Hynes-UNO and the Hynes-UNO families to discuss progress of the building of the Hynes-UNO campus.

10. Old business. None.

11. New business.

- a. Barbara Richard made a motion to adopt a resolution for Hynes Charter School Corporation to sign a Charter Operating Agreement with Orleans Parish School Board for the Hynes-Coghill at Parkview campus, subject to our review and our attorney's review. Jan Janz 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 and authorize the CEO of Hynes Charter School Corporation to sign and submit the Child Nutrition Meal Service information form for the 2021-2022 school year for Hynes-Lakeview, Hynes-UNO, and Hynes-Coghill at Parkview. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- c. Kris Scairono made a motion to review and approve the CEO of Hynes Charter School Corporation to initiate a one-time stipend to recognize the resilience of the faculty and staff during the COVID-19 pandemic. Barbara Richard seconded the motion.

i. Public comment.

- 1. Terri Williams stated to the board her thankfulness for the Hynes Corporation thinking of this generous gift for their educators.
- 2. Shawn Persick also stated her thankfulness to the board for the Hynes faculty and staff recognition.
- 3. Anne Kramer explained to the board that she believes this stipend will go a long way for our Hynes team.
- 4. Susan Connick stated that it is amazing to hear these words of accolades with substance behind it.
- 5. Brittany Smith stated that this gesture will be uplifting to the Hynes faculty and staff.
- 6. Helene Derbigny stated to the Hynes faculty and staff that she is thankful for everything they have done.
- 7. Alvin C. Miester III explained that the Hynes team has had an amazing ability to adapt for something they are not trained for.

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 Barbara Richard, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:24 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

April 19, 2021

**Edward Hynes Charter School
Facilities Report
April 19, 2021**

- 1. Coronavirus, (COVID 19) Preventive Measures**
- 2. Phase III – NOLAPS**
- 3. Hynes-Lakeview & Hynes–UNO**
 - a. Ongoing Repairs & Maintenance
- 4. Professional Development**
 - a. Learning Session

**Edward Hynes Charter School
CEO's Report
April 19, 2021**

Students & Academic

1. The 4th quarter is quickly coming to a close. Our teachers and staff are planning for exams, awards programs, end of year assessments, and LEAP assessments.
2. Registration (by appointment) for new students is underway at each campus, including Hynes at Parkview. Enroll NOLA data indicate that three of our programs are among the top 10 in demand in the city of New Orleans. The current objective is to fill our third campus in Round 2.
3. All measures for accountability are still in place, including standards outline for promotion within our Pupil Progression Plan.
4. End of year programming will adhere to most recent CDC and state guidelines.

Faculty, Staff, and Administration

1. Mrs. Angela Goodly, our Hynes-Lakeview 2022 Elementary Teacher of the Year has advanced and named a semi-finalist at the state level.
2. Our administrative teams are in full hiring season, they are striving to fill any 2021-22 vacancies identified through growth, transformation, retirement, and attrition.
3. The Hynes-Lakeview application for the LabelFrancÉducation was submitted; we should know the results by July.
4. The Hynes Employee Assistance Program is still underway.
5. A significant number of employees has received the COVID-19 vaccine.

Family and Community Involvement

1. The Mental Health and Wellness Leadership Team hosted its third "Parenting During the Pandemic" session in partnership with the Parenting Center from Children's Hospital. The latest session focused on identifying, understanding, and relieving stress for children in the intermediate grades.
2. The Hynes-UNO PTO and Les Amis committee hosted two recent fundraisers: World's Finest Chocolate and the sale of crepes during FrancoFest week. The Hynes-Lakeview PTO and Men's committee hosted a drive through crawfish boil and there is an online auction scheduled to close in mid-May.
3. A 4th grade class at Hynes-Lakeview was selected to receive a special a special presentation by the New Orleans Pelicans. The class was chosen based upon a school-wide goal of reading 50 articles in Achieve 3000 at 75% or higher.

Operations and Facilities

1. We are building out the facilities staff with the addition of a new campus next year.
2. We remain current with all requirements for state reporting, and the NOLA-PS facilities handbooks are up to date, as required by leases.
3. The Phase III work continues at Hynes-Lakeview.
4. We hosted qualitative reviews of school improvement processes for the 3rd quarter eGMS reimbursements in the SuperApp.

Replication

1. We continue to drive our growth through our transformation plan and other guides that we have reviewed over the last few months. The Hynes Processes and Procedures continue to evolve with this growth.
2. Initial LEA work is complete. Now we prepare to support Hynes-Coghill at Parkview in the CMO.



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

April 19, 2021

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

Attached you will find the financial statements as of March 31, 2021. The financial statements include Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows and Selected Information for Hynes Charter School Corporation.

Please let me hear your questions or comments.

Regards,

Leon Mathes
Chief Financial Officer
Hynes Charter School Corporation

Hynes Charter School Corporation
Statement of Financial Position
As of March 31, 2021

ASSETS

Current Assets

Cash and cash equivalents		\$ 5,689,167	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 77,494		B
Other receivables	18,857		C
Total grants and other receivables		96,352	
Prepaid expenses		145,618	D
Total Current Assets		5,931,137	

Other Assets

Deposits	17,400		E
Total Other Assets		17,400	

Fixed Assets

Leasehold improvements	\$ 7,530		F
Equipment	\$ 63,548		G
Total Fixed Assets		71,076	
Accumulated depreciation		(40,628)	H
Total Fixed Assets, net		30,449	I
TOTAL ASSETS		\$ 5,978,986	J

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 52,245		K
Other Accounts payable	29,323		L
Loans Payable	-		M
Accrued payroll liabilities	744,527		N
Total Current Liabilities		\$ 826,095	

Net Assets

Net assets, beginning of this fiscal year	4,298,679		
Current year increase (decrease) in net assets	854,213		
Net Assets, end of this period		5,152,891	O
TOTAL LIABILITIES AND NET ASSETS		\$ 5,978,986	P

Hynes Charter School Corporation CMO
Statement of Activities and Changes in Net Assets

	For the Nine Months Ended March 31, 2021			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	-	-	-	-
Federal Grants	-	100,000	(100,000) A	253,000
State Grants	-	-	-	-
Other Grants	48,500	-	48,500 B	-
Donations	3,000	-	3,000	-
Other income	1,073,417	56,000	1,017,417 C	56,000
Total Revenues and Other Support	\$ 1,124,917	\$ 156,000	\$ 968,917	\$ 309,000
<u>Expenses</u>				
Employee Salaries	542,688	618,000	75,312	828,000
Employee Benefits	180,623	226,899	46,276	304,000
Administrative fee	-	-	-	-
Advertising	4,973	-	(4,973) D	-
Depreciation Expense	-	-	-	-
Disposal services	-	-	-	-
Dues and fees	-	-	-	22,000
CMO Charge	(650,000)	(650,000)	-	(865,000)
Equipment rental	-	-	-	-
Food Service Management	-	-	-	-
Information technology services	-	-	-	-
Insurance	-	-	-	-
Materials and supplies	-	-	-	-
Miscellaneous expense	-	-	-	-
LEA (additional services)	-	-	-	-
Professional Development	1,200	-	(1,200)	-
Professional services	28,428	22,000	(6,428) E	-
Repairs and maintenance	-	-	-	-
Textbooks	-	-	-	-
Transportation	-	-	-	-
Travel	97	-	(97)	20,000
Utilities	-	-	-	-
Total Expenses	\$ 108,009	\$ 216,899	\$ 108,890	\$ 309,000
 CHANGE IN NET ASSETS	 \$ 1,016,908	 \$ (60,899)	 \$ 1,077,807	 \$ -

Hynes Charter School Corporation UNO

Statement of Activities and Changes in Net Assets

	For the Nine Months Ended March 31, 2021			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	1,381,017	1,372,500	8,517 A	1,830,000
Federal Grants	229,707	417,000	(187,293) B	558,000
State Grants	-	-	-	-
Other Grants	89,719	132,000	(42,281) C	176,000
Donations	2,625	-	2,625	-
Other income	67,098	-	67,098	-
Total Revenues and Other Support	\$ 1,770,166	\$ 1,921,500	\$ (151,334)	\$ 2,564,000
<u>Expenses</u>				
Employee Salaries	873,028	866,000	(7,028) D	1,172,000
Employee Benefits	302,218	318,428	16,210	431,000
Administrative fee	14,206	27,747	13,541	37,000
Advertising	983	-	(983)	-
Depreciation Expense	2,736	2,997	261	4,000
Disposal services	4,273	7,497	3,224	10,000
Dues and fees	3,750	3,753	3	5,000
CMO Charge	143,000	143,000	-	190,000
Equipment rental	3,907	3,753	(154)	5,000
Food Service Management	3,105	2,331	(774)	3,000
Information technology services	30,039	17,253	(12,786) E	23,000
Insurance	16,191	9,000	(7,191)	12,000
Materials and supplies	124,652	174,744	50,092	233,000
LEA (additional services)	17,415	28,500	11,085	38,000
Professional Development	36,485	7,497	(28,988) F	10,000
Professional services	56,241	52,497	(3,744)	70,000
Repairs and maintenance	58,897	27,000	(31,897) G	36,000
Textbooks	50,746	63,000	12,254	63,000
Transportation	18,800	58,333	39,533 H	70,000
Travel	1,953	46,503	44,550 I	62,000
Utilities	71,142	72,180	1,038 J	90,000
Total Expenses	\$ 1,833,767	\$ 1,932,014	\$ 98,247	\$ 2,564,000
CHANGE IN NET ASSETS	\$ (63,601)	\$ (10,514)	\$ (53,087)	\$ -

Hynes Charter School Corporation Lakeview
Statement of Activities and Changes in Net Assets

	For the Nine Months Ended March 31, 2021			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	5,014,355	4,950,000	64,355	6,601,000
Federal Grants	372,889	957,000	(584,111)	A 1,278,000
State Grants	4,375	-	4,375	
Other Grants	227,377	219,000	8,377	B 294,000
Donations	14,075	-	14,075	
Other income	172,778	156,000	16,778	C 211,000
Total Revenues and Other Support	\$ 5,805,849	\$ 6,282,000	\$ (476,151)	\$ 8,384,000
<u>Expenses</u>				
Employee Salaries	2,938,743	3,122,000	183,257	4,238,000
Employee Benefits	1,101,829	1,119,736	17,907	D 1,520,000
Administrative fee	100,106	104,999	4,893	140,000
Advertising	1,967	-	(1,967)	-
Depreciation Expense	9,698	7,497	(2,201)	10,000
Disposal services	6,397	10,503	4,106	14,000
Dues and fees	29,014	15,003	(14,011)	E 20,000
CMO Charge	507,000	507,000	-	675,000
Equipment rental	12,140	13,500	1,360	18,000
Food Service Management	10,680	10,108	(572)	13,000
Information technology services	113,432	132,750	19,318	177,000
Insurance	116,867	97,497	(19,370)	F 130,000
Materials and supplies	230,410	391,500	161,090	G 522,000
LEA (additional services)	112,428	101,250	(11,178)	H 135,000
Professional Development	57,197	52,497	(4,700)	70,000
Professional services	97,530	90,000	(7,530)	120,000
Repairs and maintenance	145,928	108,000	(37,928)	I 144,000
Textbooks	124,822	152,000	27,178	J 152,000
Transportation	18,801	58,333	39,532	K 70,000
Travel	19,341	27,000	7,659	36,000
Utilities	150,613	144,360	(6,253)	180,000
Total Expenses	\$ 5,904,943	\$ 6,265,533	\$ 360,590	\$ 8,384,000
CHANGE IN NET ASSETS	\$ (99,094)	\$ 16,467	\$ (115,561)	\$ -

Hynes Charter School Corporation
Statement of Cash Flows
For the Nine Months Ended March 31, 2021

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	854,213
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*Adjustments to reconcile change in net assets to
net cash provided by (used) in operating activities:*

Depreciation	12,434
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Changes in operating assets:

Grants and other receivables	649,130
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Prepaid expenses	(42,601)
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Deposit	(0)
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Changes in operating liabilities:

Accounts payable	(197,833)
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Loans Payable	(1,288,418)
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Accrued payroll liabilities	211,850
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Net cash provided by (used in) operating activities	198,775
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CASH FLOW FROM INVESTING ACTIVITIES

Fixed Assets Purchased	(39,455)
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NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS

	159,320
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Cash and cash equivalents - Beginning of the year

	5,529,847
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CASH AND CASH EQUIVALENTS - End of this period

	\$ 5,689,167
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Hynes Charter School Corporation

Selected Information

April 19, 2021

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached March 2021 financial statements (Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows).

The Student Activity Fund and Friends of Hynes are not included in the attached March 2021 financial statements.

The Net Assets for the period ended March 31, 2021 include \$55,110 of restricted funds related to the Project Lead the Way (PLTW) grant, the New Schools for New Orleans grant for Coghill planning and the Charter School Growth Fund grant to support the social and emotional health of the Hynes community.

Hynes Charter School Corporation
Preliminary Budget
Statement of Activities
For the Year Ending June 30, 2022

Revenues and Other Support

	Lakeview	UNO	Coghill	CMO	Total
MFP	\$ 6,355,000	\$2,604,000	\$ 4,050,000	-	13,009,000
Federal Grants	\$ 759,000	457,000	1,268,000	-	2,484,000
State & Local Grants	\$ 225,000	\$85,000	\$ 425,000	-	735,000
Other income	\$ 40,000	\$0	\$0	-	40,000
Total Revenues and Other Support	\$ 7,379,000	\$ 3,146,000	\$ 5,743,000	\$ -	\$ 16,268,000

Expenses

Salaries	\$ 4,010,000	1,602,000	3,003,000	740,000	9,355,000
Benefits	\$ 1,430,000	607,000	1,089,000	265,000	3,391,001
Food Service Management	\$ 14,000	5,000	9,000		28,000
Depreciation expense	\$ 10,000	4,000	-		14,000
Disposal services	\$ 14,000	6,000	14,000		34,000
CMO Charge	\$ 568,000	\$248,000	360,000	(1,176,000)	-
Dues and fees	\$ 38,000	10,000	4,000	50,000	102,000
Equipment rental	\$ 19,000	6,000	10,000		35,000
Insurance	\$ 150,000	22,000	150,000		322,000
IT services	\$ 185,000	51,000	163,000		399,000
LEA (2% administrative fee)	\$ 133,000	52,000	81,000		266,000
LEA (additional services)	\$ 158,000	35,000	200,000		393,000
Materials and supplies	\$ 170,000	147,000	110,000	21,000	448,000
Professional development/other expenses	\$ 64,000	24,000	47,000		135,000
Professional services	\$ 134,000	128,000	31,000	50,000	343,000
Repair and maintenance	\$ 184,000	54,000	110,000		348,000
Textbooks/Instructional Materials	\$ 125,000	96,000	125,000		346,000
Transportation	\$ 70,000	70,000	325,000		465,000
Travel	\$ 36,000	23,000	16,000	50,000	125,000
Advertising	\$ -	2,000	-		2,000
Utilities	\$ 190,000	120,000	130,000		440,000
Total Expenses	\$ 7,702,000	\$ 3,312,000	\$ 5,977,000	\$ -	\$ 16,991,000

Change in Net Assets

\$ (323,000)	\$ (166,000)	\$ (234,000)	\$ -	\$ (723,000)
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**Hynes Charter School Corporation
BOARD OF DIRECTORS
2021 – 2022 Meetings**



Monday, August 9, 2021

Monday, September 13, 2021

Monday, October 11, 2021

Monday, December 6, 2021

Monday, January 10, 2022

Monday, February 7, 2022

Monday, March 14, 2022

Monday, May 2, 2022

**Monday, June 6, 2022
Budget Hearing 4:00 PM**

**All meetings occur at
5:00 PM in the Hynes Library
990 Harrison Avenue**