

Edward Hynes Charter School

Board Meeting

Agenda

August 1, 2022

HYNES CHARTER SCHOOL CORPORATION BOARD MEETING

Monday, August 1, 2022, 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. May 2, 2022 Board Meeting
 - b. June 6, 2022 Budget Hearing

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, including budget to actual comparison
 - b. Discussion of the employee benefit coverage program for Hynes Charter School Corporation (HCSC), for the 2022-2023 school year, presented by Arthur J. Gallagher Risk Management Services, Inc.
 - c. Discussion of the supplemental employee benefits coverage program for HCSC, for the 2022-2023, presented by Crescent City Benefits, Inc.
- 6. HR Report

7. Friends of Hynes Report

BOARD BUSINESS

- Old business
- New business
 - a. Approve the employee benefit coverage program and the supplemental employee benefits coverage program for HCSC, for the 2022-2023 school year.
 - b. Approve revisions to the 2022-2023 Student Handbook and authorize the Chief Executive Officer to sign the NOLA-PS Charter School Assurances.
 - c. Approve the extension of the 2022-2023 First Student, Inc. school bus transportation services agreement.
 - d. Approve the 2022-2023 NOLA-PS Shared Services Contract.
 - e. Approve the 2022-2023 HCSC Pupil Progression Plan.
 - f. Approve the following service contracts for the 2022-2023 school year:
 - i. Fire Quest | Lakeview, UNO, Parkview
 - ii. Austin Fire Systems | Lakeview, Parkview
 - iii. A-1 Fire and Safety | Lakeview, UNO, Parkview
 - iv. Proficient Pest Control | Parkview
 - g. Approve the 2022-2023 Families Helping Families NOLA MOU.
 - h. Approve the Hynes Charter School Lakeview PTO's request to host 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 the event, proof of insurance, and beverages served by holders of a "ServSafe" card. Special event permits issued by the City of New Orleans and the Louisiana Commissioner of Alcohol and Tobacco Control and approval from NOPS, as necessary.
 - i. The gala will be held on November 12, 2022.
 - ii. The fair will be held on April 1, 2023.
 - i. Approve the 2022 2023 Hynes Schools Master Calendar update | November 8, 2022, Election Day No school for all campuses.

- j. Approve the 2021-2022 financial audit.
- k. Approve the 2022-2023 HCSC budget.
- I. Approve the property & liability insurance program for HCSC, for the 2022-2023 school year.

8. Adjournment



Edward Hynes Charter School Board Meeting Minutes May 2, 2022



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

Board of Directors Meeting Monday, May 2, 2022

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

Board Members Absent: Kris Scairono, Cassandra Youmans

Others Present: Elizabeth Bagert, Michelle Douglas, Anne Kramer, Jeannine LaFonta, Leon Mathes, Shawn Persick

Alvin C. Miester III, Board President, called the meeting to order at 5:02 pm and proceeded with the agenda.

1. Approval of agenda.

Barbara Richard made a motion to approve the May 2, 2022, meeting agenda. Helene Derbigny seconded the motion. With no public comment, the motion carried by vote of board members present.

- 2. **Approval of minutes.** Jan Janz made a motion to waive the reading of and to approve the March 14, 2022, board 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 Earl Cager see attachment.
- 5. **CEO's report.** Michelle Douglas see attachment.

- 6. Legal committee report. None.
- 7. Financial report. Leon Mathes see attachment.
 - a. Discussion of the following:
 - i. Financial statements for Hynes-Lakeview, Hynes-UNO, Hynes-Parkview, and Hynes-CMO/Network as of March 31, 2022.
- 8. HR report. None.
- 9. Friends of Hynes Report.
 - a. Bill Chauvin explained to the HCSC Board of Directors and other attendees that a letter of intent for financing for the new Hynes-UNO facility was signed, design work is about 80% complete, and test piles were driven.
- 10. Old business. None.

11. New business.

- a. Barbara Richard made a motion to approve the continuation of the NOLA PS Child Nutrition Service contracts for Lakeview, UNO, and Parkview campuses for the 2022-2023 school year. Bill Chauvin 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 approve the Science of Reading professional services contracts (from AIM) for Lakeview, UNO, and Parkview campuses. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- c. Bill Chauvin made a motion to authorize the CEO (Chief Executive Officer) to act on behalf of the corporation to engage NOLA PS ECS Shared Services Agreement for Lakeview, UNO, and Parkview campuses for the 2022-2023 school year based upon next year's enrollment. Barbara Richard seconded the motion. Michelle Douglas explained to the HCSC Board of Directors what services are included in the NOLA PS ECS Shared Services Agreement. The motion carried by a unanimous vote of board members present.
- d. Bill Chauvin made a motion to approve the LASARD (LSU Health Services) professional development services contract for Lakeview, UNO, and Parkview campuses for the 2022-2023 school year. Barbara Richard seconded the motion.

Michelle Douglas and Jeannine LaFonta explained to the HCSC Board of Directors the purpose of the service contract. The motion carried by a unanimous vote of board members present.

- e. Jan Janz made a motion to approve the following service contracts for the 2022-2023 school year at Hynes-Lakeview: ChillCo, Inc., Kurita America Inc., Republic Services, and Synergy Building Solutions, LLC. Bill Chauvin seconded the motion. Leon Mathes explained to the HCSC Board of Director the purpose of each service contract vendor. The motion carried by a unanimous vote of board members present.
- f. Barbara Richard made a motion to approve the Republic Services service contract for the 2022-2023 school year at Hynes-UNO. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- g. Barbara Richard made a motion to approve the Republic Services service contract for the 2022-2023 school year at Hynes-Parkview. Jan Janz 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 Jan Janz, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:21 pm.



Edward Hynes Charter School Budget Hearing Minutes June 6, 2022



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

Budget Hearing Monday, June 6, 2022

Board Members Present: Helene Derbigny, Jan Janz, Kris Scairono

Board Members Absent: Bill Chauvin, Alvin C. Miester III, Barbara Richard, Cassandra Youmans

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

Kris Scairono called the meeting to order at 4:06 pm and proceeded with the agenda.

1. Public comment.

a. A member from the public asked when the budget was original presented to the board. Michelle Douglas responded with the date.

2. New business.

a. Leon Mathes presented the Preliminary Budget for the year ending June 30, 2022 for Hynes Charter School Corporation.

With no further business to discuss, a motion to adjourn was made by Jan Janz, seconded by Helene Derbigny, and passed unanimously by a vote of board members present. The meeting was adjourned at 4:41 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

August 1, 2022

Edward Hynes Charter Schools Facilities Report August 1, 2022

Contracts

- Several new vendor contracts have been executed.
- Fire Quest will handle all three sites' annual fire panel inspections and maintenance.
- Fischer's roofing will handle all three sites' annual roofing inspection and maintenance.
- Proficient Pest Control will take over termite services at Parkview.

Hynes-Lakeview

- All summer cleaning is complete.
- We are currently repairing some areas on the exterior fence/gates to address some safety concerns.

Hynes-UNO

- All summer cleaning is complete.
- We are currently working on obtaining pricing for the repairs to the intercom system at this site, which is also a safety issue.

Hynes-Parkview

- All summer cleaning is complete.
- No other updates.

Edward Hynes Charter School CEO's Report August 1, 2022

Students & Academic

- 1. The 2022 LEAP Assessment scores were released last week. Hynes campuses showed growth.
- 2. Student enrollment targets continue to be met. Registrars are swiftly completing the registration process for students once Enroll NOLA makes the assignment.
- 3. The 2022-23 school year begins next week. Grades 1-6 begin on Thursday, August 11th. Grades 7-8 begin Friday August 12th. Grades PreK and K begin Thursday, August 18th.
- 4. Our three campuses will host orientation and events designed to transition students and families to school.

Faculty, Staff, and Administration

- 1. Summer 2022 presented many opportunities for professional growth and development of our team members:
 - a. ELA and Math Subcommittees (three days)
 - b. Leading for Success Summer Institute (three days)
 - c. UnboundED Standards Institute for ELA and Math (five days)
 - d. Success for All New Leaders Training (five days)
 - e. Science of Reading intensive PD for K-3 teachers and all administrative staff (all year)
 - f. Network Onboarding started today. It continues tomorrow with site-specific work.
- 2. Introduce new and promoted Leaders to our team.
- 3. The Director for Innovation and Strategy is part of the Reimagine Grant that is funding the Louisiana Strong Schools Strategic Plan. The Strong School plan supplies a road map for Hynes to scale the model through strategic thinking and detailed actions for the next five years. The Reimagine Grant will support those steps to scale the Hynes model as investments in human capital.
- 4. Aspiring Leaders Program launched in June 2022 with 44 teacher leaders and administrators.
- 5. Hynes campuses are nearly fully staffed. There are a few vacancies:
 - a. UNO- one teacher and one assistant
 - b. LV- one special para
 - c. PV- one SS teacher and one interventionist
- 6. Hynes is due for a Cognia Review. We are preparing for a district review during this school year.

Family and Community Involvement

- 1. Our Hynes PTO groups have been busy organizing back to school events such as picnics, BBQ, supply box distribution, and fall events. We are all very excited about the momentum that these volunteers, our families, provide to our schools.
- 2. Families Helping Families is a local nonprofit that assists families through the diverse needs process. Hynes is partnering with them to bridge the types of support that we can provide families and staff through these challenges.

Operations and Facilities

 Hynes will apply its usual personal time off policy to all faculty/staff absences, treating the corona virus similar to other illnesses and medical issues, rather than continuing to provide specific leave related to the virus. This is consistent with federal labor laws and the expiration of government relief.



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

August 1, 2022

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 May 31, 2022. 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.

Worker)

Regards,

Leon Mathes

Chief Financial Officer

Hynes Charter School Corporation

Hynes Charter School Corporation Statement of Financial Position

As of May 31, 2022

ASSETS

Current Assets	1100210				
Cash and cash equivalents				\$	6,325,327
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Grants and other receivables:					
NOLAPS / LADOE /Federal / Ef	RATE	\$	-		
Other receivables			22,289		
Total grants and other receivables					22,289
•					·
Prepaid expenses					144,213
Total Current Assets					6,491,830
Other Assets					
Deposits			472,400		
Total Other Assets			•		472,400
					•
Fixed Assets					
Leasehold improvements	\$ 7,530				
Equipment	\$ 120,843.24				
Total Fixed Assets	V 123,5 to 2		128,371		
Accumulated depreciation			(58,260)		
Total Fixed Assets, net			(00,200)		70,112
1010111110010,1101					70,112
TOTAL ASSETS				\$	7,034,343
			:	<u> </u>	1,00 1,0 10
	TIES AND NET ASSETS	<u> </u>			
<u>Current Liabilities</u>					
Accounts payable NOLAPS		\$	-		
Other Accounts payable			389,226		
Accrued payroll liabilities			1,256,330		
Deferred Revenues from SAF			146,293		
Total Current Liabilities				\$	1,791,849
Net Assets					
Net assets, beginning of this fiscal year			5,665,761		
Current year increase (decrease) in net as	ssets		(423,266)		
Net Assets, end of this period					5,242,494
·					
TOTAL LIABILITIES AND NET ASSETS				\$	7,034,343

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

		For the Elev	ven M	onths Ended N	<i>l</i> lay 31,	, 2022		Annual
		Actuals		Budget	\	/ariance		Budget
Revenues and Other Support State and Local MFP Federal Grants State Grants Other Grants Donations Other income	-	1,470		•		- 1,470 - - - -		- 100,000 - - -
Total Revenues and								
Other Support	\$	1,470	\$	-	\$	1,470	\$	100,000
Expenses Employee Salaries Employee Benefits Administrative fee Depreciation Expense		885,845 334,761		871,200 328,530		(14,645) (6,231) - -		952,000 359,000 - -
Disposal services Dues and fees CMO Charge Equipment rental Food Service Management		34,979 (1,283,334) 625		45,000 (1,283,337)		- 10,021 (3) (625)		50,000 (1,400,000) - -
Information technology services Insurance Materials and supplies Miscellaneous expense LEA (additional services)		2,728 23,092		19,000		(2,728) - (4,092) - -		- 21,000 - -
Professional Development Professional services Repairs and maintenance Textbooks		2,246 99,558 179		45,000		(2,246) (54,558) (179) -		50,000 - -
Transportation Travel Utilities Total Expenses	\$	9,182	\$	45,000 70,393	-\$	35,818 - (39,468)	-\$	50,000 - 82,000
CHANGE IN NET ASSETS	\$	(108,391)	\$	(70,393)	\$	(37,998)	\$	18,000

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

	For the Ele	ven Months Ended I	May 31, 2022	Annual
	Actuals	Budget	Variance	Budget
Revenues and Other Support				
State and Local MFP	2,611,818	2,454,837	156,981	2,678,000
Federal Grants	572,120	413,250	158,870	551,000
State Grants	17,931		17,931	-
Other Grants	19,002		19,002	85,000
Donations	7,962		7,962	00,000
Other income	134,511	77,913	56,598	-
Total Revenues and				
Other Support	\$ 3,363,344	\$ 2,946,000	\$ 417,344	\$ 3,314,000
			•,•	
Expenses				
Employee Salaries	1,657,281	1,552,904	(104,377)	1,702,000
Employee Benefits	626,287	588,498	(37,789)	645,000
Administrative fee	35,386	47,663	12,277	52,000
Depreciation Expense	3,344	3,663	319	4,000
Disposal services	7,229	5,500	(1,729)	6,000
Dues and fees	2,933	9,163	6,230	10,000
CMO Charge	270,417	270,413	(4)	295,000
Equipment rental	6,776	5,500	(1,276)	6,000
Food Service Management	4,500	5,000	500	5,000
Information technology services	54,843	46,750	(8,093)	51,000
Insurance	37,637	20,163	(17,474)	22,000
Materials and supplies	230,214	134,750	(95,464)	147,000
LEA (additional services)	93,337	32,087	(61,250)	35,000
Professional Development	81,230	22,000	(59,230)	24,000
Professional services	99,400	119,163	19,763	130,000
Repairs and maintenance	45,360	49,500	4,140	54,000
Textbooks	62,690	96,000	33,310	96,000
Transportation	64,510	64,163	(347)	70,000
Travel	3,558	21,087	17,529	23,000
Utilities	79,026	110,000	30,974	120,000
Total Expenses	\$ 3,465,958	\$ 3,203,967	\$ (261,991)	\$ 3,497,000
CHANGE IN NET ASSETS	\$ (102,614)	\$ (257,967)	\$ 155,353	\$ (183,000)

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

		For the Elev	/en Mo	onths Ended N	flay 31,	2022		Annual
	Ad	tuals		Budget	٧	ariance		Budget
Revenues and Other Support								
State and Local MFP		6,133,726		5,954,667		179,059		6,496,000
Federal Grants		758,766		699,750		59,016		933,000
State Grants		52,000		-		52,000		000,000
Other Grants		79,373		168,750		(89,377)		225,000
Donations		14,887		100,700		14,887		220,000
Other income		335,862		36,667		299,195		40,000
Total Revenues and				00,001				10,000
Other Support	\$	7,374,614	\$	6,859,833	\$	514,781	\$	7,694,000
Circi Capport		1,014,014		0,000,000	Ψ	314,701	-	1,004,000
Expenses								
Employee Salaries		3,687,221		3,614,000		(73,221)		3,961,000
Employee Benefits		1,393,401		1,288,303		(105,098)		1,412,000
Administrative fee		118,527		121,913		3,386		133,000
Depreciation Expense		10,144		9,163		(981)		10,000
Disposal services		10,009		12,837		2,828		14,000
Dues and fees		14,616		29,337		14,721		32,000
CMO Charge		619,667		619,665		(2)		676,000
Equipment rental		19,862		17,415		(2,447)		19,000
Food Service Management		10,710		14,000		3,290		14,000
Information technology services		132,872		197,087		64,215		215,000
Insurance		158,143		178,750		20,607		195,000
Materials and supplies		167,413		150,337		(17,076)		164,000
LEA (additional services)		105,384		165,916		60,532		181,000
Professional Development		76,746		34,837		(41,909)		38,000
Professional services		140,848		103,587		(37,261)		113,000
Repairs and maintenance		167,207		168,663		1,456		184,000
Textbooks		62,917		61,000		(1,917)		61,000
Transportation		30,953		70,000		39,047		70,000
Travel		67,496		33,000		(34,496)		36,000
Utilities		237,725		186,200		(51,525)		200,000
Total Expenses	\$	7,231,861	\$	7,076,010	\$	(155,851)	\$	7,728,000
CHANGE IN NET ASSETS	\$	142,753	-\$	(216,177)	\$	358,930	-\$	(34,000)

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

	For the Ele	ven Months Ended I	May 31, 2022	Annual
	Actuals	Budget	Variance	Budget
Revenues and Other Support				 -
State and Local MFP	3,731,707	3,836,250	(104,543)	4,185,000
Federal Grants	871,923	1,231,500	(359,577)	1,642,000
State Grants	14,500	, ,	14,500	, ,
Other Grants	433,500	389,587	43,913	425,000
Donations	5,037	,	5,037	· -
Other income	56,200		56,200	-
Total Revenues and				
Other Support	\$ 5,112,867	\$ 5,457,337	\$ (344,470)	\$ 6,252,000
Expenses				
Employee Salaries	2,352,709	2,585,500	232,791	2,840,000
Employee Benefits	889,089	943,161	54,072	1,036,000
Administrative fee	63,733	74,250	10,517	81,000
Disposal services	7,427	12,837	5,410	14,000
Dues and fees	966	3,663	2,697	4,000
CMO Charge	393,250	393,250	2,001	429,000
Equipment rental	9,785	9,163	(622)	10,000
Food Service Management	6,045	9,000	2,955	9,000
Information technology services	132,452	219,087	86,635	239,000
Insurance	85,041	160,413	75,372	175,000
Materials and supplies	246,758	243,837	(2,921)	266,000
LEA (additional services)	141,438	183,337	41,899	200,000
Professional Development	107,332	14,663	(92,669)	16,000
Professional services	148,698	148,500	(198)	162,000
Repairs and maintenance	337,224	250,250	(86,974)	273,000
Textbooks	58,650	51,337	(7,313)	56,000
Transportation	332,594	297,913	(34,681)	325,000
Travel	5,337	14,663	9,326	16,000
Utilities	149,353	119,163	(30,190)	130,000
Total Expenses	\$ 5,467,881	\$ 5,733,987	\$ 266,106	\$ 6,281,000
CHANGE IN NET ASSETS	\$ (355,014)	\$ (276,650)	\$ (78,364)	\$ (29,000)

Hynes Charter School Corporation Statement of Cash Flows For the Eleven Months Ended May 31, 2022

CASH FLOW FROM OPERATING ACTIVITIES Change in net assets	(423,266)
Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:	
Depreciation	13,488
Changes in operating assets:	
Grants and other receivables	655,338
Prepaid expenses	313,104
Other assets	(455,000)
Changes in operating liabilities:	
Accounts payable	293,861
Accrued payroll liabilities	190,480
Deferred Revenues from SAF	28,233
Net cash provided by (used in) operating activities	616,238
CASH FLOW FROM INVESTING ACTIVITIES Fixed Assets Purchased	(57,295)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	558,942
Cash and cash equivalents - Beginning of the year	5,766,384
CASH AND CASH EQUIVALENTS - End of this period	\$ 6,325,327

Hynes Charter School Corporation

Selected Information

August 1, 2022

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached May 2022 financial statements (Statement of Financial Position, Statement of Activities and Changes in Net Assets, Statement of Cash Flows).

The Student Activity Funds are included in the attached May 2022 financial statements.

The Net Assets for the period ended May 31, 2022 include \$31,808 of restricted funds related to the Project Lead the Way (PLTW) grant and the New Schools for New Orleans (NSNO) grants for Parkview planning and for the Instructional Quality Initiative.

Hynes Charter School Corporation Budget 2022-23 Preliminary

Revenues and Other Support	Total	Network	710 students	410 students	480 students
State and Local MFP	16,177,000		7,185,000	4.136.000	4.856.000
Federal Grants	4,547,000	365,000	1,429,000	955,000	1,798,000
State Grants	000,06		30,000	•	000'09
Other Grants	414,000		14,000	400,000	
Donations	25,000		25,000	•	
Other income (SAF)	495,000	1	325,000	125,000	45,000
Total Revenues and					
Other Support	21,748,000	365,000	9,008,000	5,616,000	6,759,000
Expenses					
Employee Salaries	11,123,000	1,098,000	4,388,000	2,501,000	3,136,000
Employee Benefits	3,974,000	410,000	1,534,000	919,000	1,111,000
Administrative fee	309,000	-	131,000	82,000	96,000
Depreciation Expense	20,000	-	16,000	4,000	1
Disposal services	29,000	•	11,000	000'6	000'6
Dues and fees	70,000	50,000	10,000	5,000	5,000
CMO Charge	1	(1,332,000)	586,000	346,000	400,000
Equipment rental	38,000	•	19,000	000'6	10,000
Food Service Management	29,000	-	11,000	6,000	12,000
Information technology services	388,000	5,000	147,000	68,000	168,000
Insurance	465,000	-	200,000	120,000	145,000
Materials and supplies	1,079,000	25,000	324,000	502,000	228,000
LEA (additional services)	371,000	6	110,000	100,000	161,000
Professional Development	302,000	000'6	162,000	80,000	51,000
Professional services	000,508	60,000	110,000	110,000	225,000
Repairs and maintenance	485,000	1	124,000	80,000	281,000
Textbooks	188,000	•	63,000	57,000	000'89
Transportation	478,000	-	58,000	70,000	350,000
Travel	137,000	40,000	49,000	15,000	33,000
Utilities	540,000	-	265,000	000'06	185,000
Total Expenses	20,530,000	365,000	8,318,000	5,173,000	6,674,000
					-
CHANGE IN NET ASSETS	1,218,000	1	000'069	443,000	85,000