



Edward Hynes Charter School

Board Meeting

Agenda

September 12, 2022

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, September 12, 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. August 1, 2022 – 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, including budget to actual comparison
6. HR Report
7. Friends of Hynes Report

BOARD BUSINESS

1. Old business
2. New business
 - a. Move to Executive Session to evaluate the professional competence of the Chief Executive Officer.
3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

August 1, 2022



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

**Board of Directors Meeting
Monday, August 1, 2022**

Board Members Present: Bill Chauvin, Helene Derbigny, Barbara Richard, Kris Scairono, Cassandra Youmans

Board Members Absent: Jan Janz, Alvin C. Miester III

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

Kris Scairono, called the meeting to order at 5:05 pm and proceeded with the agenda.

1. Approval of agenda.

Barbara Richard made a motion to modify the August 1, 2022, meeting agenda.

New Business:

Motion to approve the employee benefits program and the supplement employee benefits program for Hynes School Corporation, for the 2022-2023 school year.

Motion to approve the financial auditors, Bourgeois Bennett, for the fiscal year ending 2022.

Motion to waive the reading of and to approve the June 6, 2022, budget hearing meeting minutes.

Motion to approve the budget for the 2022-2023 school year.

Motion to approve the property insurance and liability insurance program for Hynes School Corporation, for the 2022-2023 school year.

Helene Derbigny seconded the motion. With no public comment, the motion carried by vote of board members present.

Helene Derbigny made a motion to approve the modified August 1, 2022, meeting agenda. Barbara Richard seconded the motion. With no public comment, the motion carried by vote of board members present.

2. **Approval of minutes.** Helene Derbigny made a motion to waive the reading of and to approve the May 2, 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.** 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 May 31, 2022.

ii. Evaluate the employee benefits program for Hynes School Corporation, for the 2022-2023 school year – Carrie Leaumont, Arthur J. Gallagher & Co.

iii. Evaluate the supplemental employee benefits program for Hynes Charter School Corporation, for the 2022-2023 school year – Brian Patureau, Crescent City Benefits Inc.

8. **HR report.** None.

9. **Friends of Hynes Report.**

a. Bill Chauvin updated the HCSC Board of Directors and other attendees on the hard cost dollar amount verses the construction cost dollar amount, for the Hynes-UNO campus.

10. **Old business.** None.

11. **New business.**

a. Barbara Richard made a motion to approve the employee benefits program and the supplement employee benefits program for Hynes School Corporation, for the 2022-2023 school year. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

b. Bill Chauvin made a motion to approve the revisions to the 2022-2023 Student Handbook, and authorize the CEO to sign the NOLA-PS 2022-2023 Charter School Handbook Assurances. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

- c. Barbara Richard made a motion to extend the 2022-2023 First Student, Inc. School Bus Transportation Service Agreement. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- d. Bill Chauvin made a motion to approve the NOLA-PS 2022-2023 Shared Services Agreement. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- e. Barbara Richard made a motion to approve the HCSC 2022-2023 Pupil Progression Plan. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- f. Bill Chauvin made a motion to approve the following service contracts for the 2022-2023 school year:

Fire Quest | Lakeview, UNO, Parkview
Austin Fire Systems | Lakeview, Parkview
A-1 Fire and Safety | Lakeview, UNO, Parkview
Proficient Pest Control | Parkview

Barbara Richard 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 2022-2023 Families Helping Families NOLA MOU. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- h. Barbara Richard made a motion to 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.

The gala will be held on November 12, 2022.

The fair will be held on April 1, 2023.

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

- i. Barbara Richard made a motion to approve the HCSC 2022-2023 master calendar update. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

- j. Barbara Richard made a motion to approve the financial auditors, Bourgeois Bennett, for the fiscal year ending 2022. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- k. Barbara Richard made a motion to waive the reading of and to approve the June 6, 2022, budget hearing meeting minutes. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- l. Bill Chauvin made a motion to approve the budget for the 2022-2023 school year. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- m. Cassandra Youmans made a motion to approve the property insurance and liability insurance program for Hynes School Corporation, for the 2022-2023 school year. 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 Barbara Richard, seconded by Jan Janz, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:08 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

September 12, 2022

**Edward Hynes Charter Schools
Facilities Report
September 12, 2022**

Hynes-Lakeview

- Completely updated the landscaping and installed irrigation at the main entrance.

Hynes-UNO

- No updates.

Hynes-Parkview

- Chiller #2 is currently offline. The inverter for the compressor needs to be replaced. Chillco is working on pricing for this part. Once pricing is obtained and negotiated the repairs can be completed fairly quickly based on the information provided by Chillco. Currently, the school is being run by Chiller #1.

**Edward Hynes Charter School
CEO's Report
September 12, 2022**

Students & Academic

1. Students and staff are approaching the middle of the first quarter. Progress reports for students in grades 1-8 will be distributed next week.
2. Student enrollment is on target with our enrollment numbers; NOLAPS shows limited availability in only a few grades or programs.
3. The school year launch with in-person events for families such as orientations, PTO, and Grandparents'/Special Guests Day. This has been quite refreshing for everyone.
4. Fall Sports and Clubs have launched at each campus.

Faculty, Staff, and Administration

1. The first staff Impact Day is Wednesday, September 21, 2022. This day gives us job-embedded time to conduct student reviews, professional development for mathematics, extended planning time, and grade review prior to progress reports. Principals are planning a full agenda for the day, and we are preparing more on these topics this Tuesday.
2. The focus of our LA Strong Schools plan includes implementing Visions of Excellence for Instruction, Multi-tiered Systems of Support, Adult Culture, and Instructional Leadership. All coaching, discovery walks, and feedback are based on these standards for Hynes staff.
3. An emphasis has been placed on distributing managerial tasks from Principals to other staff members enabling our Principals to lean further into their role as the Instructional Leader.
4. A scope and sequence has been established to develop each school's leadership team through the Aspiring Leaders program; this is funded by the Reimagine Grant. The second session is next Wednesday in the afternoon.
5. We are developing a framework for exceptional leadership in the Hynes model by weaving together the best practices from educational leadership, the COMPASS leader rubric standards, and Hynes core elements. We are also ensuring that all job expectations further define the Hynes model specific to each leader's position.
6. Hynes is due for a Cognia Review, and it will be scheduled in February 2024.
7. Hynes Corporation is planning a Winter Holiday Party for all on Friday, December 16, 2022.

Family and Community Involvement

1. Fundraising efforts continue. We will launch a giving campaign benefitting Friends of Hynes. We will also continue to apply for local and national grants.
2. Hynes-LV has reinstated Whitney Wednesday to develop concepts of financial literacy in students.
3. Hynes-PV is hosting a Junior Saints Camp and a back to school party on September 16, 2022.
4. Hynes-UNO is hosting a back-to-school BBQ at the UNO campus on September 16, 2022.
5. PTO events are scheduled for the fall:
 - a. Hynes-UNO Little Gentlemen's Ball is September 30, 2022
 - b. Hynes-PV PTO meeting is November 4, 2022
 - c. Hynes-UNO PTO meeting is November 8, 2022
 - d. Hynes-LV Gala is November 12, 2022
 - e. Hynes-LV PTO meeting is November 30, 2022
 - f. Hynes-UNO Winter Soiree is December 3, 2022

Operations and Facilities

1. Enroll NOLA Main Round will open in November. School tours are scheduled on Thursdays in November.
2. Our campuses are scheduled for their annual visits from NOLA-PS.
3. Hynes-LV was selected for a site visit by LAPCS and DFER.



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

September 12, 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 June 30, 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.

Regards,

Leon Mathes
Chief Financial Officer
Hynes Charter School Corporation

Hynes Charter School Corporation
Statement of Financial Position
As of June 30, 2022

ASSETS

Current Assets

Cash and cash equivalents		\$ 5,222,109	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 2,553,798		B
Other receivables	7,957		C
Total grants and other receivables		2,561,755	
Prepaid expenses		328,807	D
Total Current Assets		8,112,671	

Other Assets

Deposits	17,400		E
Total Other Assets		17,400	

Fixed Assets

Leasehold improvements	\$ 7,530		F
Equipment	\$ 141,609		G
Total Fixed Assets		149,137	
Accumulated depreciation		(59,834)	H
Total Fixed Assets, net		89,304	I
TOTAL ASSETS		\$ 8,219,375	J

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 222,742		K
Other Accounts payable	187,394		L
Accrued payroll liabilities	878,883		M
Deferred Revenues	(76,690)		M
Total Current Liabilities		\$ 1,212,330	

Net Assets

Net assets, beginning of this fiscal year	5,665,761		
Current year increase (decrease) in net assets (1)	1,341,285		
Net Assets, end of this period		7,007,045	N
TOTAL LIABILITIES AND NET ASSETS		\$ 8,219,375	O

(1) Includes \$555,000 transferred to Friends of Hynes

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

	For the Twelve Months Ended June 30, 2022			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	155,883	100,000	55,883 A	100,000
State Grants			-	-
Other Grants			-	-
Donations	16,490		16,490	-
Other income			-	-
Total Revenues and Other Support	\$ 172,373	\$ 100,000	\$ 72,373	\$ 100,000
<u>Expenses</u>				
Employee Salaries	966,516	952,000	(14,516)	952,000
Employee Benefits	308,305	359,000	50,695	359,000
Administrative fee			-	-
Depreciation Expense			-	-
Disposal services			-	-
Dues and fees	36,892	50,000	13,108	50,000
CMO Charge	(1,286,627)	(1,400,000)	(113,373) B	(1,400,000)
Equipment rental	625		(625)	-
Food Service Management			-	-
Information technology services	4,140		(4,140)	-
Insurance			-	-
Materials and supplies	30,352	21,000	(9,352)	21,000
Miscellaneous expense			-	-
LEA (additional services)			-	-
Professional Development	3,745		(3,745)	-
Professional services	99,410	50,000	(49,410) C	50,000
Repairs and maintenance	179		(179)	-
Textbooks			-	-
Transportation			-	-
Travel	8,836	50,000	41,164	50,000
Utilities			-	-
Total Expenses	\$ 172,373	\$ 82,000	\$ (90,373)	\$ 82,000
CHANGE IN NET ASSETS	\$ -	\$ 18,000	\$ (18,000)	\$ 18,000

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

	For the Twelve Months Ended June 30, 2022				Annual
	Actuals	Budget	Variance		Budget
<u>Revenues and Other Support</u>					
State and Local MFP	3,035,800	2,678,000	357,800	A	2,678,000
Federal Grants	898,692	551,000	347,692	B	551,000
State Grants	17,931	-	17,931		-
Other Grants	159,002	85,000	74,002	C	85,000
Donations	9,072		9,072		
Other income	136,184	-	136,184	D	-
Total Revenues and Other Support	\$ 4,256,681	\$ 3,314,000	\$ 942,681		\$ 3,314,000
<u>Expenses</u>					
Employee Salaries	1,829,204	1,702,000	(127,204)	E	1,702,000
Employee Benefits	630,480	645,000	14,520		645,000
Administrative fee	58,419	52,000	(6,419)		52,000
Depreciation Expense	3,648	4,000	352		4,000
Disposal services	7,836	6,000	(1,836)		6,000
Dues and fees	3,144	10,000	6,856		10,000
CMO Charge	259,855	295,000	35,145		295,000
Equipment rental	7,210	6,000	(1,210)		6,000
Food Service Management	4,500	5,000	500		5,000
Information technology services	56,893	51,000	(5,893)		51,000
Insurance	55,115	22,000	(33,115)		22,000
Materials and supplies	235,334	147,000	(88,334)		147,000
LEA (additional services)	93,338	35,000	(58,338)		35,000
Professional Development	81,230	24,000	(57,230)		24,000
Professional services	100,906	130,000	29,094		130,000
Repairs and maintenance	51,468	54,000	2,532		54,000
Textbooks	62,690	96,000	33,310		96,000
Transportation	76,882	70,000	(6,882)		70,000
Travel	3,558	23,000	19,442		23,000
Utilities	89,504	120,000	30,496		120,000
Total Expenses	\$ 3,711,214	\$ 3,497,000	\$ (214,214)		\$ 3,497,000
CHANGE IN NET ASSETS	\$ 545,467	\$ (183,000)	\$ 728,467		\$ (183,000)

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

	For the Twelve Months Ended June 30, 2022				Annual
	Actuals	Budget	Variance		Budget
<u>Revenues and Other Support</u>					
State and Local MFP	6,975,262	6,496,000	479,262	A	6,496,000
Federal Grants	1,348,276	933,000	415,276	B	933,000
State Grants	93,099	-	93,099	C	
Other Grants	79,373	225,000	(145,627)		225,000
Donations	18,694	-	18,694		
Other income	340,287	40,000	300,287	D	40,000
Total Revenues and Other Support	\$ 8,854,991	\$ 7,694,000	\$ 1,160,991		\$ 7,694,000
<u>Expenses</u>					
Employee Salaries	4,014,290	3,961,000	(53,290)	E	3,961,000
Employee Benefits	1,640,593	1,412,000	(228,593)	F	1,412,000
Administrative fee	135,121	133,000	(2,121)		133,000
Depreciation Expense	11,414	10,000	(1,414)		10,000
Disposal services	10,879	14,000	3,121		14,000
Dues and fees	15,945	32,000	16,055		32,000
CMO Charge	621,581	676,000	54,419		676,000
Equipment rental	20,104	19,000	(1,104)		19,000
Food Service Management	10,710	14,000	3,290		14,000
Information technology services	136,917	215,000	78,083		215,000
Insurance	165,138	195,000	29,862		195,000
Materials and supplies	268,135	164,000	(104,135)		164,000
LEA (additional services)	105,384	181,000	75,616		181,000
Professional Development	89,008	38,000	(51,008)		38,000
Professional services	149,445	113,000	(36,445)		113,000
Repairs and maintenance	179,588	184,000	4,412		184,000
Textbooks	62,917	61,000	(1,917)		61,000
Transportation	31,344	70,000	38,656		70,000
Travel	64,496	36,000	(28,496)		36,000
Utilities	257,675	200,000	(57,675)	G	200,000
Total Expenses	\$ 7,990,684	\$ 7,728,000	\$ (262,684)		\$ 7,728,000
 CHANGE IN NET ASSETS	 \$ 864,307	 \$ (34,000)	 \$ 898,307		 \$ (34,000)

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

	For the Twelve Months Ended June 30, 2022			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	4,256,418	4,185,000	71,418	A 4,185,000
Federal Grants	1,819,387	1,642,000	177,387	B 1,642,000
State Grants	14,500		14,500	
Other Grants	493,500	425,000	68,500	C 425,000
Donations	6,147		6,147	-
Other income	58,410		58,410	D -
Total Revenues and Other Support	\$ 6,648,362	\$ 6,252,000	\$ 396,362	\$ 6,252,000
<u>Expenses</u>				
Employee Salaries	2,778,885	2,840,000	61,115	2,840,000
Employee Benefits	1,000,949	1,036,000	35,051	1,036,000
Administrative fee	79,566	81,000	1,434	81,000
Disposal services	8,040	14,000	5,960	14,000
Dues and fees	1,061	4,000	2,939	4,000
CMO Charge	405,191	429,000	23,809	429,000
Equipment rental	10,626	10,000	(626)	10,000
Food Service Management	6,045	9,000	2,955	9,000
Information technology services	162,726	239,000	76,274	239,000
Insurance	94,184	175,000	80,816	175,000
Materials and supplies	250,210	266,000	15,790	266,000
LEA (additional services)	141,438	200,000	58,562	200,000
Professional Development	112,082	16,000	(96,082)	16,000
Professional services	152,356	162,000	9,644	162,000
Repairs and maintenance	378,039	273,000	(105,039)	273,000
Textbooks	58,650	56,000	(2,650)	56,000
Transportation	351,881	325,000	(26,881)	325,000
Travel	5,337	16,000	10,663	16,000
Utilities	164,585	130,000	(34,585)	130,000
Total Expenses	\$ 6,161,851	\$ 6,281,000	\$ 119,149	\$ 6,281,000
 CHANGE IN NET ASSETS	 \$ 486,511	 \$ (29,000)	 \$ 515,511	 \$ (29,000)

Hynes Charter School Corporation
Statement of Cash Flows
For the Twelve Months Ended June 30, 2022

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	1,341,285
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*Adjustments to reconcile change in net assets to
net cash provided by (used) in operating activities:*

Depreciation	15,062
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Changes in operating assets:

Grants and other receivables	(1,884,127)
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Prepaid expenses	128,510
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Other assets	-
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Changes in operating liabilities:

Accounts payable	314,771
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Accrued payroll liabilities	(186,966)
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Deferred Revenues	(194,750)
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Net cash provided by (used in) operating activities	(466,215)
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CASH FLOW FROM INVESTING ACTIVITIES

Fixed Assets Purchased	(78,061)
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NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(544,276)
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Cash and cash equivalents - Beginning of the year	5,766,384
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CASH AND CASH EQUIVALENTS - End of this period	\$ 5,222,109
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Hynes Charter School Corporation

Selected Information

September 12, 2022

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached June 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 June 2022 financial statements.

The Net Assets for the period ended June 30, 2022 include \$17,662 of restricted funds related to the Project Lead the Way (PLTW) grant and the New Schools for New Orleans (NSNO) grants for the Instructional Quality Initiative.