



**Edward Hynes Charter School**

**Board Meeting**

**Agenda**

**December 5, 2022**

**HYNES CHARTER SCHOOL CORPORATION  
BOARD MEETING**

Monday, December 5, 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. October 10, 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. Motion to approve the Resolution of Hynes Charter School Corporation to authorize the Hynes Charter School Corporation Board Chairman, Alvin C. Miester III, to sign all documents related to the Hynes-UNO building including, but not limited to the following:
    - Contract of Lease
    - Loan Guaranty Agreement
    - Environment Indemnity Agreement
  - b. Motion to adopt a Special Education (SpEd) camera policy as mandated by LDOE.
  - c. Move to Executive Session to evaluate the professional competence of the Chief Executive Officer.
3. Adjournment



**Edward Hynes Charter School**

**Board Meeting**

**Minutes**

**October 10, 2022**



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

**Board of Directors Meeting  
Monday, October 10, 2022**

**Board Members Present:** Bill Chauvin, Jan Janz, Alvin C. Miester III, Barbara Richard, Cassandra Youmans

**Board Members Absent:** Kris Scairono, Helene Derbigny

**Others Present:** Elizabeth Bagert, Michelle Douglas, Anne Kramer, Jeannine LaFonta, Leon Mathes, Shawn Persick, John Starr, Earl Cager, Dawn Lobell, Margo Johnson, Brittany Smith, Dana Clark-Williams, Terri Williams, Tiffany Vega-Dermody, Ashlyn Williams

Alvin C. Miester III, Board President, called the meeting to order at 5:08 pm and proceeded with the agenda.

**1. Approval of agenda.**

Bill Chauvin made a motion to modify the October 10, 2022, meeting agenda.

New Business:

Motion to adopt the modifications of the HCSC Title IX Policy.

Barbara Richard seconded the motion. With no public comment, the motion carried by roll call vote of board members present.

Bill Chauvin made a motion to approve the modified October 10, 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.** Bill Chauvin made a motion to waive the reading of and to approve the September 12, 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.

- a. Michelle Douglas recognized our school Principals for National Principals Month.
  - i. Hynes-Lakeview: Dawn Lobell
  - ii. Hynes-UNO: Brittany Smith
  - iii. Hynes-Parkview: Terri Williams

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

7. **Financial report.** Leon Mathes – see attachment.

- a. Discussion of the following:
  - i. Presentation by Bourgeois Bennett of the audited June 30, 2022 financial statements – Paul Pechon and Drew Chapman

8. **HR report.** None.

9. **Friends of Hynes Report.**

- a. Brittany Smith, Hynes-UNO Principal, stated to the Hynes Charter School Corporation (HCSC) Board of Directors that the Hynes-UNO families appreciated the in-person update on the construction of the Hynes-UNO campus.

10. **Old business.** None.

11. **New business.**

- a. Bill Chauvin made a motion to approve the Hynes Charter School – Parkview PTO's request to host a fundraising gala 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 April 1, 2023. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- b. Barbara Richard made a motion to adopt the HCSC Title IX Policy modifications. Bill Chauvin 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 Bill Chauvin, 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**

**December 5, 2022**

**Edward Hynes Charter Schools  
Facilities Report  
December 5, 2022**

**Hynes-Lakeview**

- Energy Smart Project #2 - Compass upgrade is complete.
- NOLA PS Annual Facility inspection is scheduled for January 2023.

**Hynes-UNO**

- Annual NOLA PS Facility Inspection is completed with no findings.

**Hynes-Parkview**

- Replacement of the inverter for the compressor on chiller #2 is complete.
- Energy Smart Project #1 - Compass upgrade is complete.
- NOLA PS Annual Facility inspection is scheduled for January 2023.

**Energy Smart Program**

- Hynes-Lakeview and Hynes-Parkview were approved for LED upgrades throughout. However, due to supply issues, the project was not going to be completed by the deadline (12/30) provided by the program. I am currently working with Energy Smart in reference to any future LED programs that they may have.



**Edward Hynes Charter Schools**  
**CEO's Report**  
**December 5, 2022**

**Students & Academic**

1. The second quarter ends on Friday, December 16, 2022. Report cards for students in grades K-8 will be distributed in January 12, 2023.
2. Second quarter diagnostic assessments and quarterly exams are scheduled this week and next. We look forward to measuring our progress.
3. Fall Sports and Clubs provided fun opportunities at each campus. Moderators and coaches received their Fall stipends. Spring Sports and Clubs are planned for the second semester.

**Faculty, Staff, and Administration**

1. The two staff Impact Days were Wednesday, September 21, 2022 and Wednesday, November 9, 2022. During these impact days, teachers and school leaders are using multiple forms of data to identify strengths and opportunities to develop a path forward for next steps.
2. The winter holiday and end of the second quarter are upon us. The last day of school is December 16<sup>th</sup>. Classes resume on Wednesday, January 4, 2023. Teachers and Staff return on Tuesday, January 3, 2023.
3. Hynes Corporation is planning a Winter Holiday Party for all on Friday, December 16, 2022.
4. Principals and our CAO are making plans for our staff to attend the Success for All Experienced Sites Conference in January 2023.
5. Leading for Success Summer Summit- July 24<sup>th</sup>-28<sup>th</sup>, 2023. The majority of the funding has been identified.

**Family and Community Involvement**

1. PTO events are scheduled for the spring:
  - a. Hynes-UNO PTO Meeting #3 is January 31, 2023
  - b. Hynes-LV PTO Meeting #3 is February 5, 2023
  - c. Hynes-PV PTO Inaugural Gala is April 1, 2023
  - d. Hynes-LV School Fair is April 1, 2023
  - e. Hynes-UNO Les Amis will host a movie night on April 1, 2023
  - f. Hynes-UNO PTO Meeting #4 is April 19, 2023

**Operations and Facilities**

1. The Main Round of the 2023-24 admissions process in Enroll NOLA opened on November 7<sup>th</sup> and will close January 20, 2023. Notice to families will be made by March 31, 2023. The third school tour for prospective families is December 8<sup>th</sup>. Details are on our website.
2. All three campuses successfully completed their annual visits from NOLA-PS with no need for corrections.



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

December 5, 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 October 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.

Regards,

Leon Mathes  
Chief Financial Officer  
Hynes Charter School Corporation

**Hynes Charter School Corporation**  
**Statement of Financial Position**  
**As of October 31, 2022**

**ASSETS**

**Current Assets**

Cash and cash equivalents		\$ 6,926,923	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 614,326		B
Other receivables	22,011		C
Total grants and other receivables		636,336	
Prepaid expenses		146,569	D
<b>Total Current Assets</b>		<b>7,709,828</b>	

**Other Assets**

Deposits	17,400		E
<b>Total Other Assets</b>		<b>17,400</b>	

**Fixed Assets**

Leasehold improvements	\$ 7,530		F
Equipment	\$ 156,109		G
Total Fixed Assets		163,637	
Accumulated depreciation		(67,755)	H
<b>Total Fixed Assets, net</b>		<b>95,883</b>	I
<b>TOTAL ASSETS</b>		<b>\$ 7,823,112</b>	J

**LIABILITIES AND NET ASSETS**

**Current Liabilities**

Accounts payable NOLAPS	\$ 357,210		K
Other Accounts payable	298,226		L
Accrued payroll liabilities	539,069		M
Deferred Revenues	(227,383)		N
<b>Total Current Liabilities</b>		<b>\$ 967,122</b>	

**Net Assets**

Net assets, beginning of this fiscal year	7,007,046		
Current year increase (decrease) in net assets (1)	(151,055)		
<b>Net Assets, end of this period</b>		<b>6,855,990</b>	O
<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b>\$ 7,823,112</b>	P

(1) Includes \$200,000 contributed to Friends of Hynes.

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

	<b>For the Four Months Ended October 31, 2022</b>			<b>Annual</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>
<b><u>Revenues and Other Support</u></b>				
State and Local MFP			-	-
Federal Grants	-	90,000	(90,000)	365,000
State Grants			-	-
Other Grants	25,000		25,000	-
Donations	7,500		7,500	-
Other income			-	-
<b>Total Revenues and Other Support</b>	<b>\$ 32,500</b>	<b>\$ 90,000</b>	<b>\$ (57,500)</b>	<b>\$ 365,000</b>
<b><u>Expenses</u></b>				
Employee Salaries	319,009	317,500	(1,509)	1,098,000
Employee Benefits	99,044	118,556	19,512	410,000
Administrative fee			-	-
Depreciation Expense			-	-
Disposal services			-	-
Dues and fees	14,854	14,000	(854)	50,000
CMO Charge	(444,000)	(444,000)	-	(1,332,000)
Equipment rental			-	-
Food Service Management			-	-
Information technology services	2,800	1,000	(1,800)	5,000
Insurance			-	-
Materials and supplies	14,596	7,000	(7,596)	25,000
Miscellaneous expense			-	-
LEA (additional services)			-	-
Professional Development	5,930	3,000	(2,930)	9,000
Professional services	31,803	15,000	(16,803)	60,000
Repairs and maintenance			-	-
Textbooks			-	-
Transportation			-	-
Travel	51,611	10,000	(41,611)	40,000
Utilities			-	-
<b>Total Expenses</b>	<b>\$ 95,647</b>	<b>\$ 42,056</b>	<b>\$ (53,591)</b>	<b>\$ 365,000</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ (63,147)</b>	<b>\$ 47,944</b>	<b>\$ (111,091)</b>	<b>\$ -</b>

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

	<b>For the Four Months Ended October 31, 2022</b>			<b>Annual</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>
<b><u>Revenues and Other Support</u></b>				
State and Local MFP	1,415,402	1,378,668	36,734 A	4,136,000
Federal Grants	33,047	150,000	(116,953) B	955,000
State Grants	-	-	-	-
Other Grants	2,218	-	2,218	-
Donations	-	-	-	-
Other income	103,062	41,668	61,394 C	125,000
<b>Total Revenues and Other Support</b>	<b>\$ 1,553,729</b>	<b>\$ 1,570,336</b>	<b>\$ (16,607)</b>	<b>\$ 5,216,000</b>
<b><u>Expenses</u></b>				
Employee Salaries	659,190	696,000	36,810	2,501,000
Employee Benefits	226,644	255,747	29,103	919,000
Administrative fee	23,020	27,332	4,312	82,000
Depreciation Expense	1,216	1,332	116	4,000
Disposal services	3,123	3,000	(123)	9,000
Dues and fees	1,049	1,668	619	5,000
CMO Charge	115,333	115,332	(1)	346,000
Equipment rental	2,094	3,000	906	9,000
Food Service Management	3,668	1,800	(1,868)	6,000
Information technology services	57,083	22,668	(34,415)	68,000
Insurance	19,991	40,000	20,009	120,000
Materials and supplies	358,259	350,000	(8,259) D	502,000
LEA (additional services)	33,332	33,332	-	100,000
Professional Development	26,707	26,668	(39)	80,000
Professional services	27,848	36,668	8,820	110,000
Repairs and maintenance	32,840	26,668	(6,172) E	80,000
Textbooks	20,764	57,000	36,236	57,000
Transportation	22,275	23,332	1,057	70,000
Travel	10,399	5,000	(5,399)	15,000
Utilities	47,699	30,000	(17,699)	90,000
<b>Total Expenses</b>	<b>\$ 1,692,534</b>	<b>\$ 1,756,547</b>	<b>\$ 64,013</b>	<b>\$ 5,173,000</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ (138,805)</b>	<b>\$ (186,211)</b>	<b>\$ 47,406</b>	<b>\$ 43,000</b>

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

	<b>For the Four Months Ended October 31, 2022</b>			<b>Annual</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>
<b><u>Revenues and Other Support</u></b>				
State and Local MFP	2,555,858	2,395,000	160,858	A 7,185,000
Federal Grants	11,985	250,000	(238,015)	B 1,429,000
State Grants	-	-	-	30,000
Other Grants	6,152	-	6,152	14,000
Donations	43,530	10,000	33,530	C 25,000
Other income	165,653	108,333	57,320	D 325,000
<b>Total Revenues and Other Support</b>	<b>\$ 2,783,178</b>	<b>\$ 2,763,333</b>	<b>\$ 19,845</b>	<b>\$ 9,008,000</b>
<b><u>Expenses</u></b>				
Employee Salaries	1,131,694	1,240,000	108,306	4,388,000
Employee Benefits	397,648	433,491	35,843	1,534,000
Administrative fee	48,579	43,668	(4,911)	131,000
Depreciation Expense	6,464	5,332	(1,132)	16,000
Disposal services	3,024	3,668	644	11,000
Dues and fees	5,202	3,332	(1,870)	10,000
CMO Charge	195,333	195,332	(1)	586,000
Equipment rental	6,509	6,332	(177)	19,000
Food Service Management	3,000	3,300	300	11,000
Information technology services	104,185	49,000	(55,185)	E 147,000
Insurance	57,962	66,668	8,706	200,000
Materials and supplies	185,830	108,000	(77,830)	F 324,000
LEA (additional services)	36,668	36,667	(1)	110,000
Professional Development	26,633	54,000	27,367	162,000
Professional services	22,512	36,668	14,156	110,000
Repairs and maintenance	76,023	41,332	(34,691)	G 124,000
Textbooks	57,019	63,000	5,981	H 63,000
Transportation	11,138	16,111	4,973	58,000
Travel	9,605	16,332	6,727	49,000
Utilities	122,602	91,160	(31,442)	I 265,000
<b>Total Expenses</b>	<b>\$ 2,507,630</b>	<b>\$ 2,513,393</b>	<b>\$ 5,763</b>	<b>\$ 8,318,000</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ 275,548</b>	<b>\$ 249,940</b>	<b>\$ 25,608</b>	<b>\$ 690,000</b>

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

	<b>For the Four Months Ended October 31, 2022</b>			<b>Annual</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>
<b><u>Revenues and Other Support</u></b>				
State and Local MFP	1,822,158	1,618,668	203,490	A 4,856,000
Federal Grants	-	300,000	(300,000)	B 1,798,000
State Grants	-	-	-	-
Other Grants	22,735	-	22,735	C -
Donations	-	-	-	-
Other income	60,129	15,000	45,129	D 45,000
<b>Total Revenues and Other Support</b>	<b>\$ 1,905,022</b>	<b>\$ 1,933,668</b>	<b>\$ (28,646)</b>	<b>\$ 6,699,000</b>
<b><u>Expenses</u></b>				
Employee Salaries	767,530	877,000	109,470	3,136,000
Employee Benefits	294,082	310,697	16,615	1,111,000
Administrative fee	30,297	32,000	1,703	96,000
Depreciation Expense	242	-	(242)	-
Disposal services	2,219	3,000	781	9,000
Dues and fees	462	1,668	1,206	5,000
CMO Charge	133,334	133,332	(2)	400,000
Equipment rental	3,815	3,332	(483)	10,000
Food Service Management	4,000	3,600	(400)	12,000
Information technology services	76,084	56,000	(20,084)	168,000
Insurance	35,845	48,332	12,487	145,000
Materials and supplies	111,720	76,000	(35,720)	228,000
LEA (additional services)	53,800	53,668	(132)	161,000
Professional Development	23,670	17,000	(6,670)	51,000
Professional services	1,696	75,000	73,304	225,000
Repairs and maintenance	128,657	93,668	(34,989)	E 281,000
Textbooks	57,036	68,000	10,964	68,000
Transportation	122,512	116,668	(5,844)	350,000
Travel	9,364	11,000	1,636	33,000
Utilities	73,309	61,668	(11,641)	185,000
<b>Total Expenses</b>	<b>\$ 1,929,674</b>	<b>\$ 2,041,633</b>	<b>\$ 111,959</b>	<b>\$ 6,674,000</b>
 <b>CHANGE IN NET ASSETS</b>	 <b>\$ (24,652)</b>	 <b>\$ (107,965)</b>	 <b>\$ 83,313</b>	 <b>\$ 25,000</b>

**Hynes Charter School Corporation**  
**Statement of Cash Flows**  
**For the Four Months Ended October 31, 2022**

**CASH FLOW FROM OPERATING ACTIVITIES**

Change in net assets	(151,055)
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*Adjustments to reconcile change in net assets to  
net cash provided by (used) in operating activities:*

Depreciation	7,921
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Changes in operating assets:

Grants and other receivables	1,925,418
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Prepaid expenses	182,238
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Other assets	-
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Changes in operating liabilities:

Accounts payable	245,300
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Accrued payroll liabilities	(339,815)
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Deferred Revenues	(150,693)
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<b>Net cash provided by (used in) operating activities</b>	<b>1,719,314</b>
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**CASH FLOW FROM INVESTING ACTIVITIES**

Fixed Assets Purchased	(14,500)
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**NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS**

	<b>1,704,814</b>
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Cash and cash equivalents - Beginning of the year

	5,222,109
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**CASH AND CASH EQUIVALENTS - End of this period**

	<b>\$ 6,926,923</b>
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Hynes Charter School Corporation

Selected Information

December 5, 2022

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

The Net Assets for the period ended October 31, 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.