



Edward Hynes Charter School

Board Meeting

Modified Agenda

February 6, 2023

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, February 6, 2023, at 5:00 PM
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124

MODIFIED AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a. January 9, 2023 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. Facilities Report
3. CEO's Report
4. Legal Report
 - a. Authorize the Chief Executive Officer of Hynes Charter School Corporation to sign a usage agreement with the Jesuit High School Jayettes for utilization of the Hynes-Lakeview gym.
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
 - i. Legal Advice - Protocol and procedures for schools and Hynes administration handling certain matters involving student safety
3. Adjournment



Edward Hynes Charter School

Board Meeting

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 - a. Discussion of financial statements, including budget to actual comparison
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BOARD BUSINESS

1. Old business
2. New business
 - a. Move to Executive Session to evaluate the professional competence of the Chief Executive Officer
 - b. Legal Advice - Protocol and procedures for schools and Hynes administration handling certain matters involving student safety
3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

January 9, 2022



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

**Board of Directors Meeting
Monday, January 9, 2023**

Board Members Present: Helene Derbigny, Alvin C. Miester III, Barbara Richard, Kris Scairono, Cassandra Youmans

Board Members Absent: Bill Chauvin, Jan Janz

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 5:02 pm and proceeded with the agenda.

1. **Approval of agenda.** Barbara Richard made a motion to approve the January 9, 2023, meeting agenda. Helene Derbigny seconded the motion. With no public comment, the motion carried by vote of board members present.
2. **Approval of minutes.** Kris Scairono made a motion to waive the reading of and to approve the December 5, 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.**
 - a. Dawn Lobell, Hynes-Lakeview Principal, introduced the Hynes-Lakeview Teachers of the Year.
 - i. Lower School: Samantha Marroco
 - ii. Upper School: Nehza Whitecotton
 - b. Brittany Smith, Hynes-UNO Principal, introduced the Hynes-UNO Teacher of the Year.
 - i. Lower School: Maggie Doussan
 - c. Terri Williams, Hynes-Parkview Principal, introduced the Hynes-Parkview Teachers of the Year.
 - i. Lower School: Shonta Francis

ii. Upper School: Ginger Lewis

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 November 30, 2022.
- ii. IRS Form 990 – The board chair takes notice that all board members present have received a draft of the IRS Form 990, and it was previously circulated with agenda materials to the board.

8. **HR report.** None.

9. **Friends of Hynes Report.**

- a. Leon Mathes updated the Hynes Charter School Corporation (HCSC) Board of Directors and others present on the status and timeline of executing legal documents related to the building of the Hynes-UNO campus.

10. **Old business.** None.

11. **New business.**

- a. Barbara Richard made a motion to approve the 2022-2023 HCSC Pupil Progression Plan Addendum. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- b. Kris Scairono motion to approve the 2022-2023 Caveon Professional Services Agreement for state assessment monitoring. Helene Derbigny 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 Helene Derbigny, seconded by Barbara Richard, 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

February 6, 2023

**Edward Hynes Charter Schools
Facilities Report
February 6, 2023**

Hynes-Lakeview

- Installation of projection screen and projector is complete.

Hynes-UNO

- No update.

Hynes-Parkview

- NOLA PS annual facility inspection is scheduled for Thursday, February 9, 2023.

Edward Hynes Charter School
CEO's Report
February 6, 2023

Students and Academics

1. February is Black History Month. Each school has several dedicated events planned to celebrate the history, culture, and contributions of people of color with their students and staff.
2. The third quarter will end on Friday, March 10, 2023. Report cards for students in grades K-8 will be distributed on March 23, 2023. Report cards for kindergarten students will be by appointment, and the children do not have class on this day.
3. Bulletin 1566 requires a few added steps to ensure that current third and fourth graders are performing on grade level as it relates to reading fluency. All parents/guardians have been informed of their child's current performance status. Thirty hours of extra phonics and fluency instruction will be needed for students to be promoted. This applies to all who are below the benchmark in their end-of-year assessments.
4. The LEAP (Louisiana Educational Assessment Program) 2025 test security training for all staff will take place on March 29, 2023. This is needed per state guidelines. ELPT and LEAP Connect assessments begin February 13, 2023. Test administrators and coordinators were previously trained on this year's security measures.
5. Hynes-Lakeview student, Tru D., will advance to the regional competition for student of the year.

Faculty, Staff, and Administration

1. The Hynes campuses are fully staffed. The staffing calendar of events kicked off with current staff giving their letters of intent.
2. Staffing recruitment for 2023-24 is underway. The GNOCCS (Greater New Orleans Collaborative of Charter Schools) Teacher Fair will be held in the Hynes-Lakeview Gym on Saturday, March 4, 2023.
3. Over 45 teachers and leaders are taking part in our Hynes Aspiring Leaders Program, a yearlong book study on the strategies and best practices used at our Hynes Schools.

Family and Community Involvement

1. The tentative date for groundbreaking for the Hynes-UNO campus is Wednesday, March 29, 2023, at 3PM. If that date works, it will be scheduled and planned.
2. PTO events are scheduled for the spring:
 - a. Hynes-LV Men's Committee Golf Tournament March 17, 2023
 - b. Hynes-PV PTO Inaugural Gala is April 1, 2023
 - c. Hynes-LV School Fair is April 1, 2023
 - d. Hynes-UNO Les Amis will host a movie night on April 1, 2023
 - e. Hynes-LV PTO Meeting #4 is April 18, 2023
 - f. Hynes-UNO PTO Meeting #4 is April 19, 2023
 - g. Hynes-PV PTO Meeting #4 is May 4, 2023

Operations and Facilities

1. Currently enrolled students have been given the opportunity to re-register for 2023-24.
2. The Mardi Gras holiday is Friday, February 17-24, 2023. Classes resume on Monday, February 27, 2023.
3. The Main Round of the 2023-24 admissions process in Enroll NOLA closed in January. The match will be released in March.
4. The Hynes Network will undergo a Cognia review in the 2023-24 school year.
5. We will have the 2023-24 instructional calendar by March 13, 2023.



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

February 6, 2023

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 December 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 December 31, 2022

ASSETS

Current Assets

Cash and cash equivalents		\$ 8,224,211	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 203,956		B
Other receivables	18,486		C
Total grants and other receivables		222,443	
Prepaid expenses		108,227	D
Total Current Assets		8,554,881	

Other Assets

Deposits	17,400		E
Total Other Assets		17,400	

Fixed Assets

Leasehold improvements	\$ 7,530		F
Equipment	\$ 156,109		G
Total Fixed Assets		163,637	
Accumulated depreciation		(72,078)	H
Total Fixed Assets, net		91,560	I

TOTAL ASSETS		\$ 8,663,841	J
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LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 408,442		K
Other Accounts payable	279,440		L
Accrued payroll liabilities	840,963		M
Deferred Revenues	(227,383)		N
Total Current Liabilities		\$ 1,301,462	

Net Assets

Net assets, beginning of this fiscal year	7,007,046		
Current year increase (decrease) in net assets (1)	355,334		
Net Assets, end of this period		7,362,379	O

TOTAL LIABILITIES AND NET ASSETS		\$ 8,663,841	P
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(1) Includes \$200,000 contributed to Friends of Hynes.

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

	For the Six Months Ended December 31, 2022			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	-	90,000	(90,000) A	365,000
State Grants			-	-
Other Grants	25,000		25,000 B	-
Donations	7,500		7,500 C	-
Other income			-	-
Total Revenues and Other Support	\$ 32,500	\$ 90,000	\$ (57,500)	\$ 365,000
<u>Expenses</u>				
Employee Salaries	505,953	501,500	(4,453)	1,098,000
Employee Benefits	158,433	187,263	28,830	410,000
Administrative fee			-	-
Depreciation Expense			-	-
Disposal services			-	-
Dues and fees	22,357	22,000	(357)	50,000
CMO Charge	(666,000)	(666,000)	-	(1,332,000)
Equipment rental			-	-
Food Service Management			-	-
Information technology services	3,356	1,000	(2,356)	5,000
Insurance			-	-
Materials and supplies	15,082	11,000	(4,082)	25,000
Miscellaneous expense			-	-
LEA (additional services)			-	-
Professional Development	6,129	6,000	(129)	9,000
Professional services	31,822	25,000	(6,822)	60,000
Repairs and maintenance			-	-
Textbooks			-	-
Transportation			-	-
Travel	56,353	10,000	(46,353)	40,000
Utilities			-	-
Total Expenses	\$ 133,485	\$ 97,763	\$ (35,722)	\$ 365,000
CHANGE IN NET ASSETS	\$ (100,985)	\$ (7,763)	\$ (93,222)	\$ -

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

	For the Six Months Ended December 31, 2022			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	2,126,560	2,068,002	58,558 A	4,136,000
Federal Grants	441,428	150,000	291,428 B	955,000
State Grants	-	-	-	-
Other Grants	2,218	-	2,218	-
Donations	16,366	-	16,366	-
Other income	120,172	62,502	57,670 C	125,000
Total Revenues and Other Support	\$ 2,706,744	\$ 2,280,504	\$ 426,240	\$ 5,216,000
<u>Expenses</u>				
Employee Salaries	1,091,006	1,124,000	32,994	2,501,000
Employee Benefits	366,056	413,017	46,961	919,000
Administrative fee	37,527	40,998	3,471	82,000
Depreciation Expense	1,824	1,998	174	4,000
Disposal services	4,318	4,500	182	9,000
Dues and fees	3,059	2,502	(557)	5,000
CMO Charge	173,000	172,998	(2)	346,000
Equipment rental	4,208	4,500	292	9,000
Food Service Management	2,955	3,000	45	6,000
Information technology services	64,186	34,002	(30,184) D	68,000
Insurance	20,936	60,000	39,064	120,000
Materials and supplies	409,625	390,000	(19,625) E	502,000
LEA (additional services)	49,998	49,998	-	100,000
Professional Development	35,201	40,002	4,801	80,000
Professional services	43,731	55,002	11,271	110,000
Repairs and maintenance	42,921	40,002	(2,919)	80,000
Textbooks	20,763	57,000	36,237	57,000
Transportation	65,166	34,998	(30,168) F	70,000
Travel	12,264	7,500	(4,764)	15,000
Utilities	61,453	45,000	(16,453)	90,000
Total Expenses	\$ 2,510,197	\$ 2,581,017	\$ 70,820	\$ 5,173,000
CHANGE IN NET ASSETS	\$ 196,547	\$ (300,513)	\$ 497,060	\$ 43,000

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

	For the Six Months Ended December 31, 2022				Annual
	Actuals	Budget	Variance		Budget
Revenues and Other Support					
State and Local MFP	3,823,488	3,592,500	230,988	A	7,185,000
Federal Grants	135,263	250,000	(114,737)	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	227,138	162,500	64,638	D	325,000
Total Revenues and Other Support	\$ 4,235,571	\$ 4,015,000	\$ 220,571		\$ 9,008,000
Expenses					
Employee Salaries	1,886,308	1,990,000	103,692		4,388,000
Employee Benefits	687,033	695,684	8,651		1,534,000
Administrative fee	72,704	65,502	(7,202)		131,000
Depreciation Expense	9,695	7,998	(1,697)		16,000
Disposal services	4,888	5,502	614		11,000
Dues and fees	9,437	4,998	(4,439)		10,000
CMO Charge	293,000	292,998	(2)		586,000
Equipment rental	10,178	9,498	(680)		19,000
Food Service Management	5,325	5,500	175		11,000
Information technology services	138,969	73,500	(65,469)	E	147,000
Insurance	87,099	100,002	12,903		200,000
Materials and supplies	218,734	162,000	(56,734)	F	324,000
LEA (additional services)	55,002	55,000	(2)		110,000
Professional Development	30,477	81,000	50,523		162,000
Professional services	72,202	55,002	(17,200)		110,000
Repairs and maintenance	98,947	61,998	(36,949)	G	124,000
Textbooks	57,265	63,000	5,735		63,000
Transportation	19,563	29,000	9,437		58,000
Travel	11,471	24,498	13,027		49,000
Utilities	163,498	149,460	(14,038)	H	265,000
Total Expenses	\$ 3,931,795	\$ 3,932,140	\$ 345		\$ 8,318,000
CHANGE IN NET ASSETS	\$ 303,776	\$ 82,860	\$ 220,916		\$ 690,000

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

	For the Six Months Ended December 31, 2022				Annual
	Actuals	Budget	Variance		Budget
Revenues and Other Support					
State and Local MFP	2,739,314	2,428,002	311,312	A	4,856,000
Federal Grants	283,354	300,000	(16,646)	B	1,798,000
State Grants	-	-	-		-
Other Grants	122,735	-	122,735	C	-
Donations	8,308	-	8,308		-
Other income	78,279	24,000	54,279	D	45,000
Total Revenues and Other Support	\$ 3,231,990	\$ 2,752,002	\$ 479,988		\$ 6,699,000
Expenses					
Employee Salaries	1,285,700	1,414,000	128,300		3,136,000
Employee Benefits	488,033	500,942	12,909		1,111,000
Administrative fee	47,600	48,000	400		96,000
Depreciation Expense	725	-	(725)		-
Disposal services	3,466	4,500	1,034		9,000
Dues and fees	1,788	2,502	714		5,000
CMO Charge	200,000	199,998	(2)		400,000
Equipment rental	5,893	4,998	(895)		10,000
Food Service Management	3,593	6,000	2,407		12,000
Information technology services	92,845	84,000	(8,845)		168,000
Insurance	56,169	72,498	16,329		145,000
Materials and supplies	142,594	114,000	(28,594)	E	228,000
LEA (additional services)	80,700	80,502	(198)		161,000
Professional Development	27,164	25,500	(1,664)		51,000
Professional services	7,333	112,500	105,167		225,000
Repairs and maintenance	183,942	140,502	(43,440)	F	281,000
Textbooks	57,036	68,000	10,964		68,000
Transportation	280,305	175,002	(105,303)	G	350,000
Travel	11,696	16,500	4,804		33,000
Utilities	99,412	92,502	(6,910)		185,000
Total Expenses	\$ 3,075,994	\$ 3,162,446	\$ 86,452		\$ 6,674,000
CHANGE IN NET ASSETS	\$ 155,996	\$ (410,444)	\$ 566,440		\$ 25,000

Hynes Charter School Corporation
Statement of Cash Flows
For the Six Months Ended December 31, 2022

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	355,334
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*Adjustments to reconcile change in net assets to
net cash provided by (used) in operating activities:*

Depreciation	12,244
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Changes in operating assets:

Grants and other receivables	2,339,312
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Prepaid expenses	220,580
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Other assets	-
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Changes in operating liabilities:

Accounts payable	277,746
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Accrued payroll liabilities	(37,921)
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Deferred Revenues	(150,693)
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Net cash provided by (used in) operating activities	<u>3,016,603</u>
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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	<u>3,002,103</u>
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Cash and cash equivalents - Beginning of the year	<u>5,222,109</u>
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CASH AND CASH EQUIVALENTS - End of this period	<u><u>\$ 8,224,211</u></u>
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Hynes Charter School Corporation

Selected Information

February 6, 2023

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

The Net Assets for the period ended December 31, 2022 include \$5,662 of restricted funds related to the Project Lead the Way (PLTW) grant.