



Edward Hynes Charter School

Board Meeting

Modified Agenda

May 1, 2023

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, May 1, 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. March 13, 2023 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. Facilities Report
3. CEO's Report
4. Legal Report
 - a. Tier 3 Financial Disclosure Form – Due May 15, 2023
5. Financial Report
 - a. Discussion of financial statements, including budget to actual comparison
 - b. 2022-2023 Hynes-UNO & Hynes-Parkview Budget Amendment
 - c. 2023-2024 Hynes Charter Schools Preliminary Budget Preview
6. HR Report
7. Friends of Hynes Report

BOARD BUSINESS

1. Old business

2. New business

a. Motion to approve the 2022-2023 Hynes-UNO Budget Amendment and the Hynes-Parkview Budget Amendment.

b. Motion to approve the Chief Executive Officer to engage in a contract with Messina's at the Terminal for the 2023-2024 Hynes Network Holiday Party.

a. Motion to approve the continuation of the NOLA PS Child Nutrition Service contracts for the Lakeview, UNO, and Parkview campuses for the 2023-2025 school year.

b. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-Lakeview:

1. ChillCo, Inc
2. Heritage Service Group (Whaley)
3. Brans Pest Control, LLC
4. Proficient Pest Control, LLC
5. Synergy Building Solutions, LLC
6. Sonitrol of New Orleans, Inc
7. Fire Quest Fire Alarm Service Associates, LLC
8. Kurita America Inc
9. Fischer' Roofing Contractors, Inc

c. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-UNO:

1. Heritage Service Group (Whaley)
2. Brans Pest Control, LLC
3. Proficient Pest Control, LLC
4. Sonitrol of New Orleans, Inc
5. Fire Quest Fire Alarm Service Associates, LLC
- ~~6. Kurita America Inc~~
7. Fischer' Roofing Contractors, Inc

d. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-Parkview:

1. ChillCo, Inc

2. Heritage Service Group (Whaley)
3. Brans Pest Control, LLC
4. Proficient Pest Control, LLC
5. Synergy Building Solutions, LLC
6. Sonitrol of New Orleans, Inc
7. Fire Quest Fire Alarm Service Associates, LLC
8. Kurita America Inc
9. Educational Electronics Corporation
10. Fischer' Roofing Contractors, Inc
11. Mesalain Consulting Group, LLC
12. Ochsner Health System

3. Adjournment



Edward Hynes Charter School

Board Meeting

Agenda

May 1, 2023

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, May 1, 2023, 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 13, 2023 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. Facilities Report
3. CEO's Report
4. Legal Report
 - a. Tier 3 Financial Disclosure Form – Due May 15, 2023
5. Financial Report
 - a. Discussion of financial statements, including budget to actual comparison
 - b. 2022-2023 Hynes-UNO & Hynes-Parkview Budget Amendment
 - c. 2023-2024 Hynes Charter Schools Preliminary Budget Preview
6. HR Report
7. Friends of Hynes Report

BOARD BUSINESS

1. Old business

2. New business

a. Motion to approve the 2022-2023 Hynes-UNO Budget Amendment and the Hynes-Parkview Budget Amendment.

b. Motion to approve the Chief Executive Officer to engage in a contract with Messina's at the Terminal for the 2023-2024 Hynes Network Holiday Party.

a. Motion to approve the continuation of the NOLA PS Child Nutrition Service contracts for the Lakeview, UNO, and Parkview campuses for the 2023-2025 school year.

b. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-Lakeview:

1. ChillCo, Inc
2. Heritage Service Group (Whaley)
3. Brans Pest Control, LLC
4. Proficient Pest Control, LLC
5. Synergy Building Solutions, LLC
6. Sonitrol of New Orleans, Inc
7. Fire Quest Fire Alarm Service Associates, LLC
8. Kurita America Inc
9. Fischer' Roofing Contractors, Inc

c. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-UNO:

1. Heritage Service Group (Whaley)
2. Brans Pest Control, LLC
3. Proficient Pest Control, LLC
4. Sonitrol of New Orleans, Inc
5. Fire Quest Fire Alarm Service Associates, LLC
6. Kurita America Inc
7. Fischer' Roofing Contractors, Inc

d. Motion to approve the following service contracts for the 2023-2024 school year at Hynes-Parkview:

1. ChillCo, Inc

2. Heritage Service Group (Whaley)
3. Brans Pest Control, LLC
4. Proficient Pest Control, LLC
5. Synergy Building Solutions, LLC
6. Sonitrol of New Orleans, Inc
7. Fire Quest Fire Alarm Service Associates, LLC
8. Kurita America Inc
9. Educational Electronics Corporation
10. Fischer' Roofing Contractors, Inc
11. Mesalain Consulting Group, LLC

3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

March 13, 2023



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

**Board of Directors Meeting
Monday, March 13, 2023**

Board Members Present: Bill Chauvin, Jan Janz, Barbara Richard, Kris Scairono

Board Members Absent: Helene Derbigny, Alvin C. Miester III, Cassandra Youmans

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

Kris Scairono, Board Secretary and Treasurer, called the meeting to order at 5:02 pm and proceeded with the agenda.

1. **Approval of agenda.** Jan Janz made a motion to approve the March 13, 2023, meeting agenda. Barbara Richard 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 February 6, 2023, board meeting minutes. Bill Chauvin 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 acknowledged the Hynes-Lakeview Student of the Year.
4. **Facilities update.** Earl Cager – see attachment.
5. **CEO's report.** Michelle Douglas – see attachment.
 - a. Anne Kramer, Hynes Charter School Corporations Chief Academic Officer, discussed student standards in social studies for the 2023-2024 school year.
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 February 28, 2023.

8. **HR report.** None.

9. **Friends of Hynes Report.**

- a. Bill Chauvin updated the Hynes Charter School Corporation (HCSC) Board of Directors and others present on the Hynes-UNO Groundbreaking—March 29, 2023.

10. **Old business.** None.

11. **New business.**

- a. Bill Chauvin made a motion to approve the new Hynes-Parkview Merchant Services bank account at Hancock Whitney Bank. Barbara Richard 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 approve the Special Education (SpEd) Camera Policy amendment, in order to match the specifications of the camera equipment (90 days to 60 days). 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 Jan Janz, and passed unanimously by a vote of board members present. The meeting was adjourned at 5:39 pm.

**Edward Hynes Charter Schools
Facilities Report
May 1, 2023**

Hynes-Lakeview

- No updates.

Hynes-UNO

- No updates.

Hynes-Parkview

- NOLA PS Facilities team is requesting that we replace the current play yard surface. This was discovered during our yearly walk-through with them. Currently, I am obtaining pricing from vendors.

Summer Cleaning

- Summer janitorial supply orders have been placed and will be delivered to Lakeview and UNO this week.

Facility Vendor Contract Renewals

- All current vendor contracts will be renewed for the next school year. Currently, I am working on obtaining contracts for signatures.

Edward Hynes Charter School
CEO's Report
May 1, 2023

Students & Academic

1. LEAP 2025 assessments are continuing this week. We have had favorable feedback from our external monitors. Things are going well at all three campuses relative to attendance, technology, logistics, etc. Special thanks to our district and school test coordinators.
2. The end of the 4th quarter and school year is swiftly approaching. Our principals and school leaders are deeply engaged in preparing for the many special activities and events that go along with a closing.
3. Lakeview 8th graders will be in Disney on May 8-12, 2023.
4. Hynes-Parkview 8th grade graduation is May 19, 2023. Hynes-Lakeview 8th grade graduation is May 24, 2023.
5. Bulletin 1566 summer literacy programming planning is complete. We are awaiting student rostering based upon end of year data.

Faculty, Staff, and Administration

1. The network is planning a fun teacher and staff appreciation lunch.
2. Hynes CEO will be honored on May 4th by the Consul General of France with the *Palme Académique*.
3. We are in the peak of recruiting staff for 2023-24. The next job fair is on a virtual platform on Saturday, May 6, 2023.
4. Our Aspiring Leaders program wraps up on May 25th. The 2023-24 Leading for Success team members have been chosen and many continuing in their role or on the team in a new position.
5. Our network team is planning our year two goals (of five years) and action steps for the strategic plan. There is a focus on Mathematics, coaching, and distributed leadership. Our overarching goal is to achieve the three A-rated schools in growth and/or performance by 2027.

Family and Community Involvement

1. Family feedback surveys will be released and completed the week of May 8, 2023. We rely on this feedback to drive improvements.
2. The groundbreaking for the Hynes-UNO campus was Wednesday, March 29, 2023, at 3:45PM. It was well-attended and covered well in media.
3. PTO events this year were very successful.

Operations and Facilities

1. All three of our schools have met their 23-24 match targets in the main one of One App. Our registrars are busy completing the final step to getting the 23-24 students enrolled who matched through One App. This step is important to release open seats to the public. One App has discontinued offering a second round. In lieu of a second round, the open seats will be posted to the One App website for self-selection and/or mini weekly lotteries.
2. The Hynes Network will undergo a Cognia review for accreditation in the 2023-24 school year. This is a very exciting opportunity to gather strengths and opportunities as we build out our network of high quality schools.
3. Summer repairs and maintenance will be addressed in June and July.
4. Office staff goes on summer break on June 14th. The office officially reopens on July 26th. Teachers return to work on August 9th.



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

May 1, 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 March 31, 2023. 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, 2023

ASSETS

Current Assets

Cash and cash equivalents		\$ 8,543,396	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 298,114		B
Other receivables	38,523		C
Total grants and other receivables		336,638	
Prepaid expenses		49,278	D
Total Current Assets		8,929,312	

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		(78,562)	H
Total Fixed Assets, net		85,075	I
TOTAL ASSETS		\$ 9,031,788	J

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 501,292		K
Other Accounts payable	553,498		L
Accrued payroll liabilities	1,391,504		M
Deferred Revenues	(101,891)		N
		2,344,403.05	

Net Assets

Net assets, beginning of this fiscal year	7,007,046		
Current year increase (decrease) in net assets	(1) (319,660)		
Net Assets, end of this period		6,687,385	O
TOTAL LIABILITIES AND NET ASSETS		\$ 9,031,788	P

(1) Includes \$900,000 contributed to Friends of Hynes.

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

	For the Nine Months Ended March 31, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	-	180,000	(180,000) A	365,000
State Grants			-	-
Other Grants	35,000		35,000	-
Donations	7,500		7,500	-
Other income			-	-
Total Revenues and Other Support	\$ 42,500	\$ 180,000	\$ (137,500)	\$ 365,000
<u>Expenses</u>				
Employee Salaries	821,087	819,500	(1,587)	1,098,000
Employee Benefits	256,048	306,006	49,958	410,000
Administrative fee		-	-	-
Depreciation Expense		-	-	-
Disposal services		-	-	-
Dues and fees	32,228	35,000	2,772	50,000
CMO Charge	(999,000)	(999,000)	-	(1,332,000)
Equipment rental		-	-	-
Food Service Management		-	-	-
Information technology services	4,872	3,000	(1,872)	5,000
Insurance		-	-	-
Materials and supplies	18,363	18,000	(363)	25,000
LEA (additional services)		-	-	-
Professional Development	18,046	6,000	(12,046)	9,000
Professional services	35,790	42,000	6,210	60,000
Repairs and maintenance		-	-	-
Textbooks		-	-	-
Transportation		-	-	-
Travel	59,674	25,000	(34,674)	40,000
Utilities		-	-	-
Total Expenses	\$ 247,108	\$ 255,506	\$ 8,398	\$ 365,000
 CHANGE IN NET ASSETS	 \$ (204,608)	 \$ (75,506)	 \$ (129,102)	 \$ -

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

	For the Nine Months Ended March 31, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	3,178,296	3,102,003	76,293	4,136,000
Federal Grants	560,682	400,000	160,682	955,000
State Grants	-	-	-	-
Other Grants	2,218	-	2,218	-
Donations	12,849	-	12,849	-
Other income	200,870	93,753	107,117	125,000
Total Revenues and Other Support	\$ 3,954,915	\$ 3,595,756	\$ 359,159	\$ 5,216,000
<u>Expenses</u>				
Employee Salaries	1,798,343	1,856,000	57,657	2,501,000
Employee Benefits	599,699	681,993	82,294	919,000
Administrative fee	59,288	61,497	2,209	82,000
Depreciation Expense	2,736	2,997	261	4,000
Disposal services	6,083	6,750	667	9,000
Dues and fees	4,756	3,753	(1,003)	5,000
CMO Charge	259,500	259,497	(3)	346,000
Equipment rental	9,971	6,750	(3,221)	9,000
Food Service Management	4,432	4,800	368	6,000
Information technology services	72,521	51,003	(21,518)	68,000
Insurance	22,354	90,000	67,646	120,000
Materials and supplies	464,654	450,000	(14,654)	502,000
LEA (additional services)	74,997	74,997	-	100,000
Professional Development	48,630	60,003	11,373	80,000
Professional services	92,177	82,503	(9,674)	110,000
Repairs and maintenance	61,028	60,003	(1,025)	80,000
Textbooks	20,763	57,000	36,237	57,000
Transportation	107,166	52,497	(54,669)	70,000
Travel	14,832	11,250	(3,582)	15,000
Utilities	85,312	67,500	(17,812)	90,000
Total Expenses	\$ 3,809,242	\$ 3,940,793	\$ 131,551	\$ 5,173,000
CHANGE IN NET ASSETS	\$ 145,673	\$ (345,037)	\$ 490,710	\$ 43,000

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

	For the Nine Months Ended March 31, 2023			Annual Budget
	Actuals	Budget	Variance	
<u>Revenues and Other Support</u>				
State and Local MFP	5,733,433	5,388,750	344,683	7,185,000
Federal Grants	718,599	600,000	118,599	1,429,000
State Grants	-	-	-	30,000
Other Grants	6,152	-	6,152	14,000
Donations	44,585	15,000	29,585	25,000
Other income	359,639	243,750	115,889	A 325,000
Total Revenues and Other Support	\$ 6,862,408	\$ 6,247,500	\$ 614,908	\$ 9,008,000
<u>Expenses</u>				
Employee Salaries	3,153,709	3,268,000	114,291	4,388,000
Employee Benefits	1,152,614	1,142,459	(10,155)	1,534,000
Administrative fee	108,891	98,253	(10,638)	131,000
Depreciation Expense	14,543	11,997	(2,546)	16,000
Disposal services	7,748	8,253	505	11,000
Dues and fees	16,662	7,497	(9,165)	10,000
CMO Charge	439,500	439,497	(3)	586,000
Equipment rental	16,612	14,247	(2,365)	19,000
Food Service Management	7,988	8,800	812	11,000
Information technology services	160,316	110,250	(50,066)	147,000
Insurance	130,805	150,003	19,198	200,000
Materials and supplies	262,643	243,000	(19,643)	324,000
LEA (additional services)	82,503	82,500	(3)	110,000
Professional Development	82,949	121,500	38,551	162,000
Professional services	137,922	82,503	(55,419)	110,000
Repairs and maintenance	173,241	92,997	(80,244)	124,000
Textbooks	64,700	63,000	(1,700)	63,000
Transportation	33,563	48,333	14,770	58,000
Travel	59,123	36,747	(22,376)	49,000
Utilities	209,552	212,530	2,978	B 265,000
Total Expenses	\$ 6,315,584	\$ 6,242,367	\$ (73,217)	\$ 8,318,000
 CHANGE IN NET ASSETS	 \$ 546,824	 \$ 5,133	 \$ 541,691	 \$ 690,000

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

	For the Nine Months Ended March 31, 2023			Annual Budget
	Actuals	Budget	Variance	
<u>Revenues and Other Support</u>				
State and Local MFP	4,117,047	3,642,003	475,044	4,856,000
Federal Grants	690,608	800,000	(109,392) A	1,798,000
State Grants	-	-	-	-
Other Grants	122,735	-	122,735	-
Donations	12,352	-	12,352	-
Other income	124,339	36,000	88,339 B	45,000
Total Revenues and Other Support	\$ 5,067,081	\$ 4,478,003	\$ 589,078	\$ 6,699,000
 <u>Expenses</u>				
Employee Salaries	2,157,772	2,329,000	171,228	3,136,000
Employee Benefits	816,767	825,102	8,335	1,111,000
Administrative fee	73,555	72,000	(1,555)	96,000
Depreciation Expense	1,450	-	(1,450)	-
Disposal services	5,444	6,750	1,306	9,000
Dues and fees	2,314	3,753	1,439	5,000
CMO Charge	300,000	299,997	(3)	400,000
Equipment rental	9,220	7,497	(1,723)	10,000
Food Service Management	7,185	9,600	2,415	12,000
Information technology services	118,298	126,000	7,702	168,000
Insurance	86,657	108,747	22,090	145,000
Materials and supplies	200,774	171,000	(29,774)	228,000
LEA (additional services)	121,050	120,753	(297)	161,000
Professional Development	47,115	38,250	(8,865)	51,000
Professional services	15,202	168,750	153,548	225,000
Repairs and maintenance	326,468	210,753	(115,715)	281,000
Textbooks	57,036	68,000	10,964	68,000
Transportation	476,305	262,503	(213,802) C	350,000
Travel	14,853	24,750	9,897	33,000
Utilities	137,166	138,753	1,587 D	185,000
Total Expenses	\$ 4,974,631	\$ 4,991,958	\$ 17,327	\$ 6,674,000
 CHANGE IN NET ASSETS	\$ 92,450	\$ (513,955)	\$ 606,405	\$ 25,000

Hynes Charter School Corporation
Statement of Cash Flows
For the Nine Months Ended March 31, 2023

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	(319,660)
----------------------	-----------

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

Depreciation	18,729
--------------	--------

Changes in operating assets:

Grants and other receivables	2,225,118
------------------------------	-----------

Prepaid expenses	279,529
------------------	---------

Other assets	-
--------------	---

Changes in operating liabilities:

Accounts payable	644,653
------------------	---------

Accrued payroll liabilities	512,621
-----------------------------	---------

Deferred Revenues	(25,201)
-------------------	----------

Net cash provided by (used in) operating activities	3,335,787
--	------------------

CASH FLOW FROM INVESTING ACTIVITIES

Fixed Assets Purchased	(14,500)
------------------------	----------

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	3,321,287
---	------------------

Cash and cash equivalents - Beginning of the year	5,222,109
---	-----------

CASH AND CASH EQUIVALENTS - End of this period	\$ 8,543,396
---	---------------------

Hynes Charter School Corporation

Selected Information

May 1, 2023

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached March 2023 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 March 2023 financial statements.

The Net Assets for the period ended March 31, 2023 include \$5,662 of restricted funds related to the Project Lead the Way (PLTW) grant.

Hynes Charter School Corporation
Budget Amendment
May 1, 2023

Hynes – UNO

Increase Transportation by \$60,000 to reflect bus expense increase.

Increase Building Acquisition by \$1,200,000 to reflect transfer to Friends of Hynes.
This completes the 10% equity requirement as per the loan agreement with Schola.

Hynes – Parkview

Increase Federal grant revenue by \$200,000 to reflect additional ESSER funding for bus transportation.

Increase Transportation by \$200,000 to reflect bus expense increase.

Hynes Charter School Corporation
 Budget Comparisons MFP
 22-23 and 23-24

	22-23	23-24
Lakeview Actual	710 \$ 10,758	0 \$ -
Budget	710 \$ 10,120	710 \$ 11,000
UNO Actual	393 \$ 10,738	0 \$ -
Budget	410 \$ 10,088	500 \$ 10,600
Parkview Actual	479 \$ 11,463	0 \$ -
Budget	480 \$ 10,117	510 \$ 11,500