



Edward Hynes Charter School

Board Meeting

Agenda

June 5, 2023

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, June 5, 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. May 1, 2023 – 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 employee benefit coverage program and the supplemental employee benefits coverage program for Hynes Charter School Corporation, for the 2023-2024 school year.
 - b. Motion to approve the property and liability insurance program for Hynes Charter School Corporation, for the 2023-2024 school year.
 - c. Motion to approve the HCSC budget for the 2023-2024 school year.
3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

May 1, 2023



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

**Board of Directors Meeting
Monday, May 1, 2023**

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

Board Members Absent: Bill Chauvin

Others Present: Elizabeth Bagert, Michelle Douglas, Leon Mathes, Shawn Persick, Anne Kramer, 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 5:03 pm and proceeded with the agenda.

1. Approval of agenda.

Barbara Richard made a motion to modify the May 1, 2023, meeting agenda.

New Business:

Motion to approve the following service contracts for the 2023-2024 school year at Hynes-Parkview:
Add: 12. Ochsner

Motion to approve the following service contracts for the 2023-2024 school year at Hynes-UNO:
Remove: 6. Kurita America Inc

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

Jan Janz made a motion to approve the modified May 1, 2023, meeting agenda. Kris Scairono seconded the motion. With no public comment, the motion carried by roll call vote of board members present.

- 2. Approval of minutes.** Jan Janz made a motion to waive the reading of and to approve the March 13, 2023, 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.** Anne Kramer for Michelle Douglas – see attachment.

- a. John Starr, Hynes Charter School Corporations Director of Innovation and Strategy, announced to the board and other in attendance that GiveNOLA Day is on Tuesday, May 2, 2023.

6. **Legal committee report.**

- a. Alvin C. Miester III reminded the board that the Tier 3 Financial Disclosure Form is due on May 15, 2023.

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, 2023.
 - ii. Leon Mathes explained to the board and other in attendance the reasoning behind the Hynes-UNO and Hynes-Parkview 2022-2023 budget amendments.
 - iii. Leon Mathes shared the 2023-2024 Hynes Charter Schools preliminary budget with the board and others in attendance.

8. **HR report.** None.

9. **Friends of Hynes Report.** None.

10. **Old business.** None.

11. **New business.**

- a. Barbara Richard made a motion to approve the Hynes-UNO and Hynes-Parkview 2022-2023 budget amendments. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- b. Kris Scairono made a motion to authorize the Chief Executive Officer to engage in a contract with Messina's at the Terminal for the 2023-2024 Hynes Network Holiday Party. 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 approve the continuation of the NOLA PS Child Nutrition Service contracts for the Lakeview, UNO, and Parkview campuses for the 2023-2025 school year.

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

- d. Kris Scairono made a motion to approve the following service contracts for the 2023-2024 school year at Hynes-Lakeview: ChillCo, Inc, Heritage Service Group (Whaley), Brans Pest Control, LLC, Proficient Pest Control, LLC, Synergy Building Solutions, LLC, Sonitrol of New Orleans, Inc, Fire Quest Fire Alarm Service Associates, LLC, Kurita America Inc, and Fischer's Roofing Contractors, Inc. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- e. Helene Derbigny made a motion to approve the following service contracts for the 2023-2024 school year at Hynes-UNO: Heritage Service Group (Whaley), Brans Pest Control, LLC, Proficient Pest Control, LLC, Sonitrol of New Orleans, Inc, Fire Quest Fire Alarm Service Associates, LLC, and Fischer's Roofing Contractors, Inc. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- f. Barbara Richard made a motion to approve the following service contracts for the 2023-2024 school year at Hynes-Parkview: ChillCo, Inc, Heritage Service Group (Whaley), Brans Pest Control, LLC, Proficient Pest Control, LLC, Synergy Building Solutions, LLC, Sonitrol of New Orleans, Inc, Fire Quest Fire Alarm Service Associates, LLC, Kurita America Inc, Fischer's Roofing Contractors, Inc, Mesalain Consulting Group, LLC, and Ochsner. 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 Kris Scairono, seconded by Helene Derbigny, and passed unanimously by a vote of board members present. The meeting was adjourned at 5:53 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

June 5, 2023

**Edward Hynes Charter Schools
Facilities Report
June 5, 2023**

Summer Cleaning

- Summer cleaning and floor treatments have started at all three campuses.

Lakeview Chiller Compressor

- Chiller #2 Compressor #2 failed last week. This is the same compressor that was replaced in 2019. Currently, ChillCo is investigating to figure out why the compressor failed.

Edward Hynes Charter School

CEO's Report

June 5, 2023

Students & Academic

1. All three campuses celebrated significant student growth in both reading and math from August to May.
2. A Hynes Lakeview student achieved the highest overall score in the state of Louisiana for the DELF 2 exam. She will be profiled in a story this summer on the local news.
3. The year ended smoothly. Hynes-PV and Hynes-LV 8th grade graduations were beautiful programs.
4. Summer programming ends June 9th.

Faculty, Staff, and Administration

1. Lakeview is fully staffed. Hynes-UNO has one classroom position and four activity/enrichment teacher vacancies. Hynes-PV has two vacancies in special education and 4th grade.
2. Our network team has started to implement 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.
3. Onboarding for new staff will start August 2, 2023. Optional professional learning for returning staff is scheduled as a "Master Series" on August 7 & 8, 2023.

Family and Community Involvement

1. Administrators are meeting with PTO officers to set 2023-24 goals and develop actions.
2. We have had a request from a PTO officer for student/family directory information.

Operations and Facilities

1. Vacant student seats will be offered on the NOCAP portal beginning June 28th.
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.
5. Our Ex Director of Facilities attends weekly OAC meetings and receives weekly packets of workflow on Friday afternoons.

**Hynes Charter School Corporation
BOARD OF DIRECTORS
2023 – 2024 Meetings**



Monday, August 7, 2023

Monday, September 18, 2023

Monday, October 23, 2023

Monday, December 4, 2023

Monday, January 8, 2024

Monday, February 5, 2024

Monday, March 11, 2024

Monday, April 22, 2024

Monday, June 10, 2024

Budget Hearing 4:00 PM

**All meetings occur at
5:00 PM in the Hynes Library
990 Harrison Avenue**



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

June 5, 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 April 30, 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 April 30, 2023

ASSETS

Current Assets

Cash and cash equivalents		\$ 7,865,938	A
Grants and other receivables:			
NOLAPS / LADOE / Federal / ERATE	\$ 901,919		B
Other receivables	60,836		C
Total grants and other receivables		962,755	
Prepaid expenses		162,057	D
Total Current Assets		8,990,750	

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		(80,724)	H
Total Fixed Assets, net		82,914	I
TOTAL ASSETS		\$ 9,091,063	J

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 222,742		K
Other Accounts payable	501,818		L
Accrued payroll liabilities	1,404,899		M
Deferred Revenues	(88,907)		N
Total Liabilities		2,040,553	

Net Assets

Net assets, beginning of this fiscal year		7,007,046	
Current year increase (decrease) in net assets (1)		43,466	
Net Assets, end of this period		7,050,511	O
TOTAL LIABILITIES AND NET ASSETS		\$ 9,091,063	P

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

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

	For the Ten Months Ended April 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	257,116	270,000	(12,884)	365,000
State Grants			-	-
Other Grants	35,000		35,000	-
Donations	7,500		7,500	-
Other income			-	-
Total Revenues and Other Support	\$ 299,616	\$ 270,000	\$ 29,616	\$ 365,000
<u>Expenses</u>				
Employee Salaries	912,309	911,500	(809)	1,098,000
Employee Benefits	285,101	340,360	55,259	410,000
Administrative fee		-	-	-
Depreciation Expense		-	-	-
Disposal services		-	-	-
Dues and fees	35,308	40,000	4,692	50,000
CMO Charge	(1,110,000)	(1,110,000)	-	(1,332,000)
Equipment rental		-	-	-
Food Service Management		-	-	-
Information technology services	5,059	3,000	(2,059)	5,000
Insurance		-	-	-
Materials and supplies	20,574	20,000	(574)	25,000
LEA (additional services)		-	-	-
Professional Development	18,196	6,000	(12,196)	9,000
Professional services	35,864	48,000	12,136	60,000
Repairs and maintenance		-	-	-
Textbooks		-	-	-
Transportation		-	-	-
Travel	59,814	30,000	(29,814)	40,000
Utilities		-	-	-
Total Expenses	\$ 262,225	\$ 288,860	\$ 26,635	\$ 365,000
CHANGE IN NET ASSETS	\$ 37,391	\$ (18,860)	\$ 56,251	\$ -

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

	For the Ten Months Ended April 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	3,528,874	3,446,670	82,204	4,136,000
Federal Grants	798,685	650,000	148,685	955,000
State Grants	-	-	-	-
Other Grants	15,426	-	15,426	-
Donations	12,849	-	12,849	-
Other income	219,138	104,170	114,968	125,000
Total Revenues and Other Support	\$ 4,574,972	\$ 4,200,840	\$ 374,132	\$ 5,216,000
<u>Expenses</u>				
Employee Salaries	2,005,525	2,071,000	65,475	2,501,000
Employee Benefits	668,219	760,995	92,776	919,000
Administrative fee	66,542	68,330	1,788	82,000
Depreciation Expense	3,040	3,330	290	4,000
Disposal services	6,722	7,500	778	9,000
Dues and fees	5,634	4,170	(1,464)	5,000
CMO Charge	288,333	288,330	(3)	346,000
Equipment rental	11,555	7,500	(4,055)	9,000
Food Service Management	5,910	5,400	(510)	6,000
Information technology services	75,169	56,670	(18,499)	68,000
Insurance	22,827	100,000	77,173	120,000
Materials and supplies	478,285	470,000	(8,285)	502,000
LEA (additional services)	99,547	83,330	(16,217)	100,000
Professional Development	51,030	66,670	15,640	80,000
Professional services	101,241	91,670	(9,571)	110,000
Repairs and maintenance	66,287	66,670	383	80,000
Textbooks	20,763	57,000	36,237	57,000
Transportation	120,661	58,330	(62,331)	70,000
Travel	14,832	12,500	(2,332)	15,000
Utilities	93,963	75,000	(18,963)	90,000
Total Expenses	\$ 4,206,085	\$ 4,354,395	\$ 148,310	\$ 5,173,000
CHANGE IN NET ASSETS	\$ 368,887	\$ (153,555)	\$ 522,442	\$ 43,000

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

	For the Ten Months Ended April 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	6,368,747	5,987,500	381,247	7,185,000
Federal Grants	946,421	1,000,000	(53,579)	1,429,000
State Grants	-	-	-	30,000
Other Grants	41,048	-	41,048	14,000
Donations	44,885	20,000	24,885	25,000
Other income	396,178	270,833	125,345	325,000
Total Revenues and Other Support	\$ 7,797,279	\$ 7,278,333	\$ 518,946	\$ 9,008,000
<u>Expenses</u>				
Employee Salaries	3,512,587	3,643,000	130,413	4,388,000
Employee Benefits	1,294,890	1,273,556	(21,334)	1,534,000
Administrative fee	120,953	109,170	(11,783)	131,000
Depreciation Expense	16,159	13,330	(2,829)	16,000
Disposal services	8,706	9,170	464	11,000
Dues and fees	18,234	8,330	(9,904)	10,000
CMO Charge	488,333	488,331	(2)	586,000
Equipment rental	18,632	15,830	(2,802)	19,000
Food Service Management	10,650	9,900	(750)	11,000
Information technology services	165,579	122,500	(43,079)	147,000
Insurance	145,389	166,670	21,281	200,000
Materials and supplies	295,130	270,000	(25,130)	324,000
LEA (additional services)	110,420	91,667	(18,753)	110,000
Professional Development	92,849	135,000	42,151	162,000
Professional services	148,689	91,670	(57,019)	110,000
Repairs and maintenance	195,338	103,330	(92,008)	124,000
Textbooks	64,700	63,000	(1,700)	63,000
Transportation	36,944	54,778	17,834	58,000
Travel	60,918	40,830	(20,088)	49,000
Utilities	228,458	229,490	1,032	265,000
Total Expenses	\$ 7,033,558	\$ 6,939,551	\$ (94,007)	\$ 8,318,000
CHANGE IN NET ASSETS	\$ 763,721	\$ 338,782	\$ 424,939	\$ 690,000

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

	For the Ten Months Ended April 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	4,575,625	4,046,670	528,955	4,856,000
Federal Grants	782,181	1,300,000	(517,819) A	1,798,000
State Grants	-	-	-	-
Other Grants	135,943	-	135,943	-
Donations	14,852	-	14,852	-
Other income	135,649	40,000	95,649 B	45,000
Total Revenues and Other Support	\$ 5,644,250	\$ 5,386,670	\$ 257,580	\$ 6,699,000
<u>Expenses</u>				
Employee Salaries	2,412,179	2,598,000	185,821	3,136,000
Employee Benefits	917,608	920,401	2,793	1,111,000
Administrative fee	82,207	80,000	(2,207)	96,000
Depreciation Expense	1,692	-	(1,692)	-
Disposal services	6,146	7,500	1,354	9,000
Dues and fees	2,708	4,170	1,462	5,000
CMO Charge	333,334	333,330	(4)	400,000
Equipment rental	10,264	8,330	(1,934)	10,000
Food Service Management	7,185	10,800	3,615	12,000
Information technology services	125,557	140,000	14,443	168,000
Insurance	96,820	120,830	24,010	145,000
Materials and supplies	235,685	190,000	(45,685)	228,000
LEA (additional services)	150,802	134,170	(16,632)	161,000
Professional Development	47,115	42,500	(4,615)	51,000
Professional services	31,998	187,500	155,502	225,000
Repairs and maintenance	359,928	234,170	(125,758)	281,000
Textbooks	57,036	68,000	10,964	68,000
Transportation	527,073	291,670	(235,403) C	350,000
Travel	14,853	27,500	12,647	33,000
Utilities	150,593	154,170	3,577 D	185,000
Total Expenses	\$ 5,570,783	\$ 5,553,041	\$ (17,742)	\$ 6,674,000
CHANGE IN NET ASSETS	\$ 73,467	\$ (166,371)	\$ 239,838	\$ 25,000

Hynes Charter School Corporation
Statement of Cash Flows
For the Ten Months Ended April 30, 2023

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	43,466
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*Adjustments to reconcile change in net assets to
net cash provided by (used) in operating activities:*

Depreciation	20,890
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Changes in operating assets:

Grants and other receivables	1,599,000
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Prepaid expenses	166,750
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Other assets	-
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Changes in operating liabilities:

Accounts payable	314,424
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Accrued payroll liabilities	526,016
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Deferred Revenues	(12,217)
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Net cash provided by (used in) operating activities	2,658,329
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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	2,643,829
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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	\$ 7,865,938
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Hynes Charter School Corporation

Selected Information

June 5, 2023

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

The Net Assets for the period ended April 30, 2023 include \$5,662 of restricted funds related to the Project Lead the Way (PLTW) grant.