



Edward Hynes Charter School

Board Meeting

Agenda

September 18, 2023

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, September 18, 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. August 7, 2023 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. Facilities Report
3. CEO Report
 - a. Special data review presentation
 - b. Impact Day plans
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. Approve the request for the Class of 2000 of Edward Hynes School to host a class reunion on campus. The event organizers have arranged a food truck to serve prepared food to the attendees, request a tour of the campus, and only require use of the property and some school administrators to assist. Hynes will provide a custodian and a security detail during the event. Alcohol may be consumed by adults only but will not be sold.
 - i. The Hynes Class of 2000 Reunion will be held on October 7, 2023, from 11AM to 2PM.
 - b. Approve the request from the Hynes Charter School-Lakeview PTO to host a school fair as an annual fundraising event on the school campus to include food, alcoholic beverage consumption, 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.
 - i. The fair will be held on March 16, 2024
 - c. Approve the request to establish an account with Liberty Bank.
 - d. Approve the request to purchase a Certificate of Deposit with Liberty Bank
 - e. Approve the request for payment of the State Stipend
 - f. Attest to the contents of the legislative auditor questionnaire.
3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

August 7, 2023



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

**Board of Directors Meeting
Monday, August 7, 2023**

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

Board Members Absent: None.

Others Present: Elizabeth Bagert, Michelle Douglas, Leon Mathes, Shawn Persick, Anne Kramer, Jeannine LaFonta, John Starr, Earl Cager, Brandi Huling, 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.

Bill Chauvin made a motion to modify the August 7, 2023, meeting agenda.

New Business: Approval to engage BB for audit and tax services for the fiscal year ending June 30, 2023

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

Kris Scairono made a motion to approve the modified August 7, 2023, meeting agenda. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

2. Approval of minutes. **Barbara Richard** made a motion to waive the reading of and to approve the June 5, 2023, budget hearing minutes and the June 5, 2023, board meeting minutes. Jan Janz 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 Reporting Documents 08.07.2023.

5. CEO's report. Michelle Douglas – see Reporting Documents 08.07.2023.

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

7. **Financial report.** Leon Mathes – see Reporting Documents 08.07.2023.

a. Discussion of the following:

i. Financial statements for Hynes-Lakeview, Hynes-UNO, Hynes-Parkview, and Hynes-CMO/Network as of May 31, 2023.

8. **HR report.** None.

9. **Friends of Hynes Report.**

a. Bill Chauvin explained to the board and other attendees that the piling work is almost complete.

b. Earl Cager explained to the board and other attendees that the underground utility work is in progress.

10. **Old business.** None.

11. **New business.**

a. Barbara Richard made a motion to approve the 2023-2024 Hynes Charter School Corporation (HCSC) Student Handbook. 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 approve the 2023-2024 HCSC Pupil Progression Plan. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

c. Kris Scairono made a motion to approve the modifications to the 2023-2024 HCSC Title IX Policy. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.

d. Shawn Persick, Chief Operations Officer, reported out to the board and other attendees the purpose and process of Cognia accreditation.

e. Anne Kramer, Chief Academic Officer, and John Starr, Director of Innovation and Strategy, reported out to the board and other attendees the Spring 2023 LEAP summary data.

f. Alvin C. Miester III stated to the board that the NOLA-PS Charter Board Governance Verification form must be completed and signed by each board member.

g. Leon Mathes, Chief Financial Officer, reviewed the final Employee Benefits Package for the 2023-2024 school year, adopted at the June 5, 2023 board meeting.

- h. Barbara Richard made a motion to approve the engagement between HCSC and Bourgeois Bennett, L.L.C., accepting Bourgeois Bennett, L.L.C. as auditors, for the fiscal year ending June 30, 2023. Kris Scairono 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 Barbara Richard, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:24 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

September 18, 2023

**Edward Hynes Charter Schools
Facilities Report
September 18, 2023**

Hynes-Lakeview

- The compressor for chiller #2 was shipped from the manufacturer to Chillco warehouse on Friday, September 15th. Once received by Chillco , installation will be scheduled.

Hynes-UNO

- Last month we had to rough in seven window AC units to several classrooms. During the extremely warm days in late August, many of the original AC units in several classrooms could not handle the temperature load.
- Our yearly NOLA PS facility inspection was completed two weeks ago. The inspection went well.

Hynes-Parkview

- Last month a roof leak was identified. The source was a failing roof membrane, roof drain , and drain line. The leak also damaged several feet of insulation of piping that is above the ceiling. It took several days to locate the root cause of the leak. The repairs to the roof, insulation, and drywall took several days to complete as well.

**Hynes Charter School Corporation
CEO's Report
September 18, 2023**

Students & Academic

1. We are approaching the middle of the first quarter. Our team has designed a data dashboard to assist teachers in analyzing students' present strengths and opportunities to plan for differentiation.
2. Mid-quarter progress reports will be issued this week to parents/guardians of students in grades 1-8.

Faculty, Staff, and Administration

1. Impact Day for the first quarter is scheduled for September 27, 2023. This is a holiday for students and the purpose is to dedicate time for school leaders, teachers, and staff to analyze baseline data and develop differentiated plans in ELA and Math for students.
2. The 2023 Teachers of the Year will be celebrated at the NSNO Excellence in Teaching Award Gala.

Family and Community Involvement

1. Hynes-UNO and Hynes-PV held their Back to School BBQs on Friday, September 8th and these were a great success.
2. Hynes-LV Back to School BBQ is Friday, September 22, 2023, from 4-7PM.
3. Hynes-UNO PTO meeting for quarter 1 is Tuesday, September 26th at Milneburg Hall.
4. School tours for prospective parents/guardians will take place at 8AM on each campus on November 16, 30, and December 7, 2023. Registration is required and IDs will be checked upon arrival.

Operations and Facilities

1. Cognia Accreditation for the Network- we are on the brink of moving from the Candidacy Phase to the Self-Study Accreditation Phase. Our Chief of Operations is serving as our network chairperson. We anticipate that our accreditation will be scheduled in the winter or early spring, and we will set up any board focus groups when information is available.
2. The initial Hynes-UNO charter is up for renewal this year. The notice to renew has been submitted to NOLA-PS.

Special Projects

1. Developing materials and resources to recruit staff, students, and donors through a collaborative project with Gambel Communications and Duplessis Digital.
2. Hynes-Lakeview was the host site for Next Gen STEM Fest hosted by the National Organization for the Advancement of Black Chemists and Chemical Engineers (NOBCChE) on Saturday, September 9, 2023.

100

Homeroom:

2022-2023 Grades									2023-2024 Grades					
	Read	ELA	Math	SS	Sci	Fre			Read	ELA	Math	SS	Sci	Fre
Q1	A	A	A	A	A	#N/A		Q1	#N/A	#N/A	#N/A	#N/A	#N/A	
Q2	A	A	A	A	A	#N/A		Q2	2	2	2	2	2	
Q3	A	B	A	A	A	#N/A		Q3	3	3	3	3	3	
Q4	A	B	A	A	A	#N/A		Q4	4	4	4	3	4	

LEAP	ELA	Math	Science	SS
2021-2022	#N/A	#N/A	#N/A	#N/A
2022-2023	Advanced	Advanced	Mastery	Basic

22-23 Ready		
	ENGLISH	MATH
BOY	Early On Grade Level	Mid or Above Grade Level
B1	Early On Grade Level	Early On Grade Level
B2	Mid or Above Grade Level	Early On Grade Level
B3	Mid or Above Grade Level	Mid or Above Grade Level
B4	Early On Grade Level	Mid or Above Grade Level

[illegible][illegible]

Speech or Language Impairment

22-23 Iready		
	ENGLISH	MATH
BOY	1 Grade Level Below	Early On Grade Level
B1	Early On Grade Level	Early On Grade Level
B2	Mild or Above Grade Level	1 Grade Level Below
B3	1 Grade Level Below	Mild or Above Grade Level
B4	Early On Grade Level	Mild or Above Grade Level

[illegible][illegible]

Last Name, First	State ID	Student ID	Student Grade	Class Teacher(s)	MATH Diagnostic (Aug)				LEAP			Intervention Groups
					Scaled Score	Goal Points	Goal Scaled Score	LEAP Achievement	2022 Score	LEAP Achievement	Growth to Mastery	
			5 Darby		491	18	509	2-MASTERY	788	Mastery	-38	
			5 Darby		473	18	491	3-BASIC	#N/A	#N/A	#N/A	
			5 Darby		484	18	502	3-BASIC	828	Approaching Basic	-78	
			5 Darby		484	18	502	3-BASIC	735	Basic	15	
			5 Darby		510	14	524	2-MASTERY	769	Mastery	-19	
			5 Darby		463	18	481	3-BASIC	774	Mastery	24	
			5 Darby		429	20	449		828	Approaching Basic	-78	
			5 Darby		444	18	462	4-APPRAS	782	Mastery	-32	
			5 Darby		442	18	460	4-APPRAS	#N/A	#N/A	#N/A	
			5 Darby		436	18	454	4-APPRAS	765	Mastery	-15	
			5 Darby		461	18	479	4-APPRAS	735	Basic	15	
			5 Darby		478	18	496	3-BASIC	710	Approaching Basic	40	
			5 Darby		448	18	466	4-APPRAS	785	Mastery	35	
			5 Darby		461	18	479	4-APPRAS	744	Basic	6	
			5 Darby		441	18	459	4-APPRAS	#N/A	#N/A	#N/A	
			5 Darby		435	18	453	4-APPRAS	795	Approaching Basic	-45	
			5 Darby		452	18	470	4-APPRAS	779	Mastery	-29	
			5 Darby		484	18	502	3-BASIC	828	Approaching Basic	-78	
			5 Darby		491	18	509	2-MASTERY	767	Mastery	-17	
			5 Darby		396	20	416		748	Basic	2	
			5 Darby		462	18	480	4-APPRAS	772	Mastery	-22	
			5 Darby		500	14	514	2-MASTERY	#N/A	#N/A	#N/A	
			5 Darby		486	18	504	3-BASIC	785	Mastery	-35	
			5 Darby		491	18	509	2-MASTERY	774	Mastery	-24	
			5 Darby		407	20	427		727	Basic	23	
			5 Darby		502	14	516	2-MASTERY	#N/A	#N/A	#N/A	
			5 Darby		447	18	465	4-APPRAS	708	Approaching Basic	42	
			5 Darby		418	20	438		810	Approaching Basic	-60	
			5 Darby		0	#N/A	#N/A		785	Mastery	-35	



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

September 18, 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 June 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 June 30, 2023

ASSETS

Current Assets

Cash and cash equivalents		\$ 11,419,822	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 2,562,097		B
Other receivables	45,878		C
Total grants and other receivables		2,607,974	
Prepaid expenses		211,141	D
Total Current Assets		14,238,937	

Other Assets

Deposits	17,400		E
Total Other Assets		17,400	

Fixed Assets

Leasehold improvements	\$ 7,530		F
Equipment	\$ 220,029		G
Total Fixed Assets		227,557	
Accumulated depreciation		(85,053)	H
Total Fixed Assets, net		142,505	I

TOTAL ASSETS		\$ 14,398,842	J
---------------------	--	----------------------	----------

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ -		K
Other Accounts payable	273,200		L
Accrued payroll liabilities	1,134,119		M
Deferred Revenues	150,304		N
Total Liabilities		1,557,624	

Net Assets

Net assets, beginning of this fiscal year	7,007,046		
Current year increase (decrease) in net assets (1)	5,834,173		
Net Assets, end of this period		12,841,218	O

TOTAL LIABILITIES AND NET ASSETS		\$ 14,398,842	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 Twelve Months Ended June 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	372,301	365,000	7,301	365,000
State Grants			-	-
Other Grants	35,000		35,000	-
Donations	7,500		7,500	-
Other income	1,816,058		1,816,058	A -
Total Revenues and Other Support	\$ 2,230,859	\$ 365,000	\$ 1,865,859	\$ 365,000
<u>Expenses</u>				
Employee Salaries	1,130,774	1,098,000	(32,774)	1,098,000
Employee Benefits	370,649	410,000	39,351	410,000
Administrative fee	-	-	-	-
Depreciation Expense		-	-	-
Disposal services		-	-	-
Dues and fees	38,525	50,000	11,475	50,000
CMO Charge	(1,332,000)	(1,332,000)	-	(1,332,000)
Equipment rental		-	-	-
Food Service Management		-	-	-
Information technology services	8,393	5,000	(3,393)	5,000
Insurance		-	-	-
Materials and supplies	23,397	25,000	1,603	25,000
LEA (additional services)	-	-	-	-
Professional Development	25,222	9,000	(16,222)	9,000
Professional services	44,880	60,000	15,120	60,000
Repairs and maintenance		-	-	-
Textbooks		-	-	-
Transportation		-	-	-
Travel	59,814	40,000	(19,814)	40,000
Utilities		-	-	-
Total Expenses	\$ 369,654	\$ 365,000	\$ (4,654)	C \$ 365,000
CHANGE IN NET ASSETS	\$ 1,861,205	\$ -	\$ 1,861,205	\$ -

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

	For the Twelve Months Ended June 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	4,534,946	4,136,000	398,946	A 4,136,000
Federal Grants	1,168,827	955,000	213,827	B 955,000
State Grants	-	-	-	-
Other Grants	415,836	-	415,836	C -
Donations	14,940	-	14,940	-
Other income	520,611	125,000	395,611	D 125,000
Total Revenues and Other Support	\$ 6,655,160	\$ 5,216,000	\$ 1,439,160	\$ 5,216,000
<u>Expenses</u>				
Employee Salaries	2,539,598	2,501,000	(38,598)	2,501,000
Employee Benefits	895,543	919,000	23,457	919,000
Administrative fee	92,634	82,000	(10,634)	82,000
Depreciation Expense	3,654	4,000	346	4,000
Disposal services	8,073	9,000	927	9,000
Dues and fees	6,889	5,000	(1,889)	5,000
CMO Charge	346,000	346,000	-	346,000
Equipment rental	14,765	9,000	(5,765)	9,000
Food Service Management	5,910	6,000	90	6,000
Information technology services	80,101	68,000	(12,101)	68,000
Insurance	23,774	120,000	96,226	120,000
Materials and supplies	505,931	502,000	(3,931)	502,000
LEA (additional services)	99,547	100,000	453	100,000
Professional Development	56,542	80,000	23,458	80,000
Professional services	124,902	110,000	(14,902)	110,000
Repairs and maintenance	70,962	80,000	9,038	80,000
Textbooks	20,763	57,000	36,237	57,000
Transportation	140,008	70,000	(70,008)	E 70,000
Travel	14,832	15,000	168	15,000
Utilities	112,138	90,000	(22,138)	F 90,000
Total Expenses	\$ 5,162,566	\$ 5,173,000	\$ 10,434	\$ 5,173,000
CHANGE IN NET ASSETS	\$ 1,492,594	\$ 43,000	\$ 1,449,594	\$ 43,000

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

	For the Twelve Months Ended June 30, 2023			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	7,854,274	7,185,000	669,274 A	7,185,000
Federal Grants	1,844,781	1,429,000	415,781 B	1,429,000
State Grants	-	30,000	(30,000)	30,000
Other Grants	41,868	14,000	27,868	14,000
Donations	49,808	25,000	24,808	25,000
Other income	889,686	325,000	564,686 C	325,000
Total Revenues and Other Support	\$ 10,680,417	\$ 9,008,000	\$ 1,672,417	\$ 9,008,000
<u>Expenses</u>				
Employee Salaries	4,460,230	4,388,000	(72,230) B	4,388,000
Employee Benefits	1,478,911	1,534,000	55,089	1,534,000
Administrative fee	160,345	131,000	(29,345)	131,000
Depreciation Expense	19,391	16,000	(3,391)	16,000
Disposal services	10,624	11,000	376	11,000
Dues and fees	22,367	10,000	(12,367)	10,000
CMO Charge	586,000	586,000	-	586,000
Equipment rental	22,754	19,000	(3,754)	19,000
Food Service Management	10,650	11,000	350	11,000
Information technology services	177,884	147,000	(30,884)	147,000
Insurance	168,952	200,000	31,048	200,000
Materials and supplies	321,059	324,000	2,941	324,000
LEA (additional services)	110,420	110,000	(420)	110,000
Professional Development	108,254	162,000	53,746	162,000
Professional services	203,840	110,000	(93,840) B	110,000
Repairs and maintenance	224,563	124,000	(100,563) D	124,000
Textbooks	64,700	63,000	(1,700)	63,000
Transportation	40,044	58,000	17,956	58,000
Travel	60,918	49,000	(11,918)	49,000
Utilities	267,929	265,000	(2,929) E	265,000
Total Expenses	\$ 8,519,835	\$ 8,318,000	\$ (201,835)	\$ 8,318,000
CHANGE IN NET ASSETS	\$ 2,160,582	\$ 690,000	\$ 1,470,582	\$ 690,000

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

	For the Twelve Months Ended June 30, 2023				Annual
	Actuals	Budget	Variance		Budget
<u>Revenues and Other Support</u>					
State and Local MFP	5,613,608	4,856,000	757,608	A	4,856,000
Federal Grants	2,104,591	1,798,000	306,591	B	1,798,000
State Grants	-	-	-		-
Other Grants	161,353	-	161,353	C	-
Donations	28,772	-	28,772		-
Other income	465,100	45,000	420,100	D	45,000
Total Revenues and Other Support	\$ 8,373,424	\$ 6,699,000	\$ 1,674,424		\$ 6,699,000
<u>Expenses</u>					
Employee Salaries	3,027,710	3,136,000	108,290		3,136,000
Employee Benefits	1,171,000	1,111,000	(60,000)		1,111,000
Administrative fee	108,957	96,000	(12,957)		96,000
Depreciation Expense	2,175	-	(2,175)		-
Disposal services	7,499	9,000	1,501		9,000
Dues and fees	3,581	5,000	1,419		5,000
CMO Charge	400,000	400,000	-		400,000
Equipment rental	12,081	10,000	(2,081)		10,000
Food Service Management	7,185	12,000	4,815		12,000
Information technology services	139,259	168,000	28,741		168,000
Insurance	113,358	145,000	31,642		145,000
Materials and supplies	349,556	228,000	(121,556)	E	228,000
LEA (additional services)	150,802	161,000	10,198		161,000
Professional Development	61,349	51,000	(10,349)		51,000
Professional services	50,866	225,000	174,134	F	225,000
Repairs and maintenance	420,680	281,000	(139,680)	F	281,000
Textbooks	57,035	68,000	10,965		68,000
Transportation	578,911	350,000	(228,911)	G	350,000
Travel	14,853	33,000	18,147		33,000
Utilities	176,775	185,000	8,225	H	185,000
Total Expenses	\$ 6,853,632	\$ 6,674,000	\$ (179,632)		\$ 6,674,000
CHANGE IN NET ASSETS	\$ 1,519,792	\$ 25,000	\$ 1,494,792		\$ 25,000

Hynes Charter School Corporation
Statement of Cash Flows
For the Twelve Months Ended June 30, 2023

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	5,834,173
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	25,219
Changes in operating assets:	
Grants and other receivables	(46,220)
Prepaid expenses	117,666
Other assets	-
Changes in operating liabilities:	
Accounts payable	(136,936)
Accrued payroll liabilities	255,236
Deferred Revenues	226,995
Net cash provided by (used in) operating activities	<u>6,276,133</u>

CASH FLOW FROM INVESTING ACTIVITIES

Fixed Assets Purchased	(78,421)
------------------------	----------

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	<u>6,197,713</u>
---	-------------------------

Cash and cash equivalents - Beginning of the year	5,222,109
CASH AND CASH EQUIVALENTS - End of this period	<u>\$ 11,419,822</u>

Hynes Charter School Corporation

Selected Information

September 18, 2023

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

The Net Assets for the period ended June 30, 2023 include \$30,662 of restricted funds related to Charter School Growth Fund's restricted gift (\$25,000) for the 2023-24 planning retreat and the Project Lead the Way (PLTW) grant.