



Edward Hynes Charter School

Board Meeting Packet

Agenda

June 10, 2024

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

**Monday, June 10, 2024, 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 6, 2024 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. CEO's Report
 - a. 2024-2025 Hynes board meeting dates
 - b. CEO report
3. Facilities Report
4. Legal Report
5. Financial Report
 - a. Presentation of the property and liability insurance program
 - b. 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 property and liability insurance program for Hynes Charter School Corporation, for the 2024-2025 school year.
- b. Motion to approve the HCSC budget for the 2024-2025 school year.
- c. Motion to authorize the CEO to sign the extension of service contracts for our schools for the 2024-2025 school year:
 - Chillco, Inc.
 - Green Coast Energy
 - Republic Services
 - Fischer's Roofing
 - Pinnacle
 - Heritage Service Group
 - Synergy Building Solutions, LLC
 - Pinnacle Elevator
 - A-1 Rugs
 - Mesalin
 - Brans
 - Kurita USA
 - Liquid Environmental
 - First Student
 - Cintas (AED)
 - Pfefferle
 - Education Electronic Corporation
 - Liquid Environmental
 - Five Quest
 - A-1
- d. Motion to authorize the CEO to review and sign service contracts for Hynes-UNO upon the completion of the construction.
- e. Motion to approve the Hynes Charter School Board meeting dates for the 2024-2025 school year.
- f. Motion to approve the revisions for the Hynes Charter Schools Response to Intervention (RTI) handbook.

3. Adjournment



Edward Hynes Charter School
Board Meeting Minutes Draft
May 06, 2024



Edward Hynes Charter School
990 Harrison Avenue
New Orleans, LA 70124

Board of Directors Meeting
Monday, May 6, 2024

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

Board Members Absent: Jan Janz, Cassandra Youmans.

Others Present: Michelle Douglas, Leon Mathes, Shawn Persick, Anne Kramer, John Starr, Mike Townsend, Brandi Huling, Dawn Lobell, Margo Johnson, Brittany Smith, Dana Clark-Williams, Tiffany Vega-Dermody, and Ashlyn Williams

Alvin C. Miester III, Board President, called the meeting to order at 5:06 pm and proceeded with the agenda.

1. **Approval of agenda.** Barbara Richard made a motion to approve the meeting agenda. Kris Scairono seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
2. **Approval of minutes.** Helene Derbigny made a motion to waive the reading of and to approve the February 5, 2024, 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 moment of silence in honor of the death of a staff member's family.
4. **Facilities report.** Mike Townsend- See Reporting Documents 5.6.24
5. **CEO's report.** Anne Kramer- See Reporting Documents 5.6.24
6. **Legal committee report.** Bill Chauvin moved to open the nominations for Hynes Charter school board members. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
7. **Financial report.** Leon Mathes- see Reporting Documents 5.6.24
8. **HR report.** None.



9. Friends of Hynes report. Bill Chauvin updated those present with the current status of the Hynes-UNO construction.

10. Old business. None.

11. New business.

- a. Helene Derbigny made a motion to approve the language for the Hynes Charter School EpiPen policy. Kris Scairono seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- b. Bill Chauvin made a motion to authorize the establishment of a new account with Gulf Coast Bank. Kris Scairono 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 adopt a resolution to approve Board Secretary Kris Scairono to sign documentation to approve Board Chair Alvin Miester, III, to sign the charter operating agreement for Hynes-UNO's renewal. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- d. Helene Derbigny made a motion to approve the MOU with NOLA Public Schools for the Mechanical and Envelope improvements at Hynes-Lakeview. Barbara Richard seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- e. At 6:10 pm, Kris Scairono made a motion to move to Executive Session to evaluate the professional competence of the Chief Executive Officer. Barbara Richard 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 Alvin Miester, III, seconded by Barbara Richard, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:35 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

June 10, 2024

Hynes Charter School Corporation
June 7, 2024

Students & Academic

1. Summer programming based on the LDOE requirement for 3rd graders and their DIBELS performance has been fulfilled for third graders. The Extended School Year (ESY) for diverse learners is also complete. Both programs went well. Hynes-Lakeview also offered a full-day summer enrichment camp for students for private pay.
2. Hynes-Parkview is continuing to host a STEM NOLA program for 100 students until June 27th.
3. The required independent monitoring for LEAP administration took place and there were no irregularities noted in the final report.
4. The end of year post-assessments indicated an increase in student performance from BOY to EOY.
5. LEAP scores will be released in July. ELPT and LEAP high school (Algebra I) have been released, but we have not analyzed the results as of today. Our team is currently involved in data clean up to ensure accuracy.
6. Currently, the accountability formula incorporates up to 5% (maximum of 7.5 SPS points) for Interests and Opportunities. The Interests and Opportunities reporting has been submitted to the LDOE.
7. Hynes-LV and Hynes-UNO will be recognized on Wednesday for World Language Certification for our French Immersion programs. This is a renewal for Lakeview and the initial certification for UNO.
8. All administrators and 4th-8th grade Math teachers will be required to enroll in a 50-hour Numeracy Training, similar to the Science of Reading training, for math.
9. Hynes will implement Wayfinder for all K-8 students for our SEL curriculum and tiers 2-3 interventions. This will be funded by federal program budgets for each school site.

Faculty, Staff, and Administration

1. Hynes Charter School Corporation received notice of receiving Cognia Accreditation with 389 out of 400. We are deferring celebration until August.
2. Our school leaders are diligently completing 2024-25 staffing. We are close to finishing interviewing and hiring.
3. The state legislature approved another \$2000 stipend. This will be paid upon directions and funding in addition to the pay raise instituted by this board of \$2100 for teachers.
4. Hynes will shift from the COMPASS evaluation to the new NIET Leader and Education Rubrics in the Fall. This is all part of State Superintendent Brumley's shifts in the state's accountability plan.

Family and Community Involvement

1. Hynes-Parkview was featured recently in the media as the recipient of 30 allergy-resistant (non-pollinating) trees from Claritin.
2. The One App portal opened last week for self-service. As of today, our seats are fully committed.

Operations and Facilities

1. All of our campuses successfully completed the NOLAPS annual visit with no further action needed.
2. Repairs and maintenance to the early childhood yard at the Lakeview campus started today.
3. Hynes-UNO charter renewal documents will be executed soon.
4. Special thanks to the Hynes-UNO staff who packed during the final days of school and are ready to move.

Special Projects

1. Mr. Cager will update us on the summer move to the new campus.
2. Hynes-LV will have some original punch list items corrected this summer by NOLA-PS. Work has not yet begun.
3. Our team applied to the NOLA-PS Capital Improvement Fund to enhance security at the Parkview campus with more cameras, new fencing, and the addition of gates to the parking lots. We are hoping to hear back soon.

2024-25 School Year Meetings of the Hynes Charter School Board



Monday, August 19, 2024

Monday, September 23, 2024

Monday, October 21, 2024

Monday, December 9, 2024

Monday, January 13, 2025

Monday, February 17, 2025

Monday, March 24, 2025

Monday, April 28, 2025

Monday, June 9, 2025

Budget Hearing 4PM

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

**Edward Hynes Charter Schools
Facilities Report
June 10, 2024**

Lakeview and Parkview- Summer Cleaning and Maintenance:

- Cleaning and maintenance repairs are ongoing at throughout the summer months.

UNO- School Move-In to New Building:

- We are starting the move-in process on Monday, June 17th. The process will take 2- 3 weeks to complete.

Lakeview- Kiddie Yard Upgrades

- This project will start later this week and is expected to be completed within 30 days.

Lakeview- NOLA PS Mechanical and Envelope Project:

- We are awaiting a start date for this project from NOLA PS.



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

June 10, 2024

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, 2024. 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, 2024

ASSETS

Current Assets

Cash and cash equivalents		\$ 6,267,761	A
Investments		\$ 10,176,420	A
Grants and other receivables:			
NOLAPS / LADOE /Federal / ERATE	\$ 2,024,264		B
Other receivables	73,206		C
Total grants and other receivables		2,097,470	
Prepaid expenses		77,187	D
Total Current Assets		18,618,838	

Other Assets

Deposits	17,400		E
Total Other Assets		17,400	

Fixed Assets

Leasehold improvements	\$ 7,530		F
Equipment	\$ 569,093		G
Total Fixed Assets		576,621	
Accumulated depreciation		(112,886)	H
Total Fixed Assets, net		463,736	I
TOTAL ASSETS		\$ 19,099,974	J

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ -		K
Other Accounts payable	379,419		L
Accrued payroll liabilities	1,518,758		M
Deferred Revenues	137,999		N
Total Current Liabilities		\$ 2,036,176	

Net Assets

Net assets, beginning of this fiscal year	12,841,219		
Current year increase (decrease) in net assets	4,222,580		
Net Assets, end of this period		17,063,799	O
TOTAL LIABILITIES AND NET ASSETS		\$ 19,099,974	P

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

	For the Ten Months Ended April 30, 2024			Annual Budget
	Actuals	Budget	Variance	
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	268,426	180,000	88,426	365,000
State Grants	-		-	-
Other Grants	-		-	-
Donations	15,000		15,000	-
Other income	1,371,474	-	1,371,474	-
Total Revenues and Other Support	\$ 1,654,900	\$ 180,000	\$ 1,474,900	\$ 365,000
<u>Expenses</u>				
Employee Salaries	901,146	993,000	91,854	1,186,000
Employee Benefits	293,819	338,000	44,181	411,000
Administrative fee			-	-
Depreciation Expense			-	-
Disposal services			-	-
Dues and fees	51,280	37,000	(14,280)	45,000
CMO Charge	(1,190,834)	(1,190,000)	834	(1,429,000)
Equipment rental			-	-
Food Service Management			-	-
Information technology services	13,184	6,000	(7,184)	7,000
Insurance			-	-
Materials and supplies	1,680	20,000	18,320	25,000
LEA (additional services)			-	-
Professional Development	5,876	7,000	1,124	10,000
Professional services	56,347	33,000	(23,347)	40,000
Repairs and maintenance			-	-
Textbooks			-	-
Transportation			-	-
Travel	63,873	63,000	(873)	70,000
Utilities		-	-	-
Total Expenses	\$ 196,371	\$ 307,000	\$ 110,629	\$ 365,000
CHANGE IN NET ASSETS	\$ 1,458,529	\$ (127,000)	\$ 1,585,529	\$ -

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

	For the Ten Months Ended April 30, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	5,130,727	4,582,000	548,727	5,500,000
Federal Grants	1,850,695	450,000	1,400,695 A	605,000
State Grants	1,000		1,000	-
Other Grants	4,610		4,610	-
Donations	20,975	17,000	3,975	20,000
Other income	416,391	196,000	220,391	200,000
Total Revenues and Other Support	\$ 7,424,398	\$ 5,245,000	\$ 2,179,398	\$ 6,325,000
<u>Expenses</u>				
Employee Salaries	2,436,464	2,490,000	53,536	2,993,000
Employee Benefits	872,681	938,000	65,319	1,128,000
Administrative fee	98,921	91,000	(7,921)	110,000
Depreciation Expense	10,147	4,000	(6,147)	4,000
Disposal services	9,708	8,000	(1,708)	9,000
Dues and fees	9,823	13,000	3,177	15,000
CMO Charge	337,500	356,000	18,500	428,000
Equipment rental	21,363	10,000	(11,363)	11,000
Food Service Management	7,485	8,000	515	8,000
Information technology services	92,226	81,000	(11,226)	99,000
Insurance	28,685	123,000	94,315	147,000
Materials and supplies	1,261,997	565,000	(696,997) A	627,000
LEA (additional services)	193,076	90,000	(103,076) B	100,000
Professional Development	58,324	74,000	15,676	90,000
Professional services	67,527	70,000	2,473	85,000
Repairs and maintenance	36,540	95,000	58,460	115,000
Textbooks	70,464	31,000	(39,464) C	31,000
Transportation	86,589	105,000	18,411	125,000
Travel	4,077	18,000	13,923	20,000
Utilities	92,201	106,000	13,799	130,000
Total Expenses	\$ 5,795,798	\$ 5,276,000	\$ (519,798)	\$ 6,275,000
CHANGE IN NET ASSETS	\$ 1,628,600	\$ (31,000)	\$ 1,659,600	\$ 50,000

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

	For the Ten Months Ended April 30, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	7,006,609	6,573,000	433,609	7,895,000
Federal Grants	624,346	440,000	184,346 A	840,000
State Grants	-		-	30,000
Other Grants	9,720		9,720	14,000
Donations	12,942	20,000	(7,058)	25,000
Other income	693,207	234,000	459,207 B	280,000
Total Revenues and Other Support	\$ 8,346,824	\$ 7,267,000	\$ 1,079,824	\$ 9,084,000
<u>Expenses</u>				
Employee Salaries	3,924,569	3,735,000	(189,569) A	4,488,000
Employee Benefits	1,391,569	1,307,000	(84,569) A	1,569,000
Administrative fee	133,870	125,000	(8,870)	150,000
Depreciation Expense	11,644	19,000	7,356	20,000
Disposal services	10,665	10,000	(665)	10,000
Dues and fees	22,279	10,000	(12,279)	10,000
CMO Charge	495,834	476,000	(19,834)	572,000
Equipment rental	21,065	18,000	(3,065)	20,000
Food Service Management	10,800	9,000	(1,800)	11,000
Information technology services	141,562	121,000	(20,562)	145,000
Insurance	204,242	167,000	(37,242) C	200,000
Materials and supplies	228,302	540,000	311,698	646,000
LEA (additional services)	166,375	90,000	(76,375) D	110,000
Professional Development	37,254	305,000	267,746	397,000
Professional services	159,535	54,000	(105,535) E	63,000
Repairs and maintenance	197,418	180,000	(17,418)	217,000
Textbooks	77,741	75,000	(2,741)	75,000
Transportation	36,178	36,000	(178)	40,000
Travel	68,526	24,000	(44,526) B	28,000
Utilities	188,572	153,000	(35,572) F	180,000
Total Expenses	\$ 7,528,000	\$ 7,454,000	\$ (74,000)	\$ 8,951,000
 CHANGE IN NET ASSETS	 \$ 818,824	 \$ (187,000)	 \$ 1,005,824	 \$ 133,000

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

	For the Ten Months Ended April 30, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	4,977,643	5,019,000	(41,357)	6,023,000
Federal Grants	781,970	800,000	(18,030)	1,096,000
State Grants			-	-
Other Grants	4,610	-	4,610	20,000
Donations	1,500	12,000	(10,500)	-
Other income	285,971	81,000	204,971	100,000
Total Revenues and Other Support	\$ 6,051,694	\$ 5,912,000	\$ 139,694	\$ 7,239,000
<u>Expenses</u>				
Employee Salaries	2,467,851	2,521,000	53,149	3,037,000
Employee Benefits	917,028	951,000	33,972	1,141,000
Administrative fee	90,488	100,000	9,512	119,000
Depreciation Expense	6,042	3,000	(3,042)	3,000
Disposal services	7,687	9,000	1,313	10,000
Dues and fees	8,114	4,000	(4,114)	5,000
CMO Charge	357,500	357,000	(500)	429,000
Equipment rental	12,027	9,000	(3,027)	10,000
Food Service Management	7,560	10,000	2,440	12,000
Information technology services	110,962	155,000	44,038	185,000
Insurance	139,915	108,000	(31,915)	130,000
Materials and supplies	227,067	330,000	102,933	396,000
LEA (additional services)	157,568	127,000	(30,568)	153,000
Professional Development	42,767	45,000	2,233	53,000
Professional services	177,874	217,000	39,126	259,000
Repairs and maintenance	385,787	345,000	(40,787)	413,000
Textbooks	48,428	92,000	43,572	92,000
Transportation	443,339	500,000	56,661	550,000
Travel	12,780	21,000	8,220	27,000
Utilities	114,284	168,000	53,716	205,000
Total Expenses	\$ 5,735,068	\$ 6,072,000	\$ 336,932	\$ 7,229,000
 CHANGE IN NET ASSETS	 \$ 316,626	 \$ (160,000)	 \$ 476,626	 \$ 10,000

Hynes Charter School Corporation

Selected Information

June 10, 2024

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached April 2024 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 2024 financial statements.

The Net Assets for the period ended April 30, 2024 include \$5,662 of restricted funds related to the Project Lead the Way (PLTW) grant.