



Edward Hynes Charter School

Board Meeting

Agenda

December 9, 2024

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, December 9, 2024, at 5:00 PM
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124

DRAFT AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a. October 21, 2024- Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. CEO Report
3. Facilities 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

8. Old Business
 - a. None

9. New Business

- a. Approve a resolution for Hynes Charter School corporation to provide the staff with the approved one-time stipend allocated by the Louisiana Legislature during the 2024 regular session.
- b. Approve a resolution for Hynes Charter School corporation to allocate the differentiated compensation funds approved by the Louisiana Legislature during the 2024 regular session for the stipends provided to teacher leaders on the Leading For Success teams.
- c. Approve a resolution to authorize Michelle Douglas to act on behalf of HCSC regarding the use of the \$200,000.00 provided by Act 776 from the 2024 regular session of the Louisiana State Legislature, which is to be used for the playground project at Hynes-UNO.
- d. Approve a resolution to authorize the removal of Kris Scairono and subsequent addition of Bill Chauvin to all Hynes accounts at Hancock Whitney National Bank.
- e. Approve Hynes Charter School Corporation entering into a data sharing agreement with the Louisiana Workforce Commission.
- f. Approve the request from the Hynes Charter School-UNO PTO to host a soiree 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 soiree will be held on April 5, 2025.
- g. To authorize the CEO to sign an agreement with Caveon, a monitoring service to enhance the integrity of state assessments administered in our schools in accordance with the requirement of the Louisiana State Department of Education ("LDOE").

10. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

October 21, 2024



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

**Board of Directors Meeting Minutes
Monday, October 21, 2024**

Board Members Present: Alvin C. Miester, III, Bill Chauvin, Helene Derbigny, Cassandra Youmans, and Jan Janz

Board Members Absent: Barbara Richard

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

Alvin Miester, III, Board President, called the meeting to order at 5:07 pm and proceeded with the agenda.

1. **Approval of agenda.** Helene Derbigny made a motion to approve the October 21, 2024, meeting agenda. Bill Chauvin 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 September 23, 2024, board meeting minutes. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
3. **Public comment.** None.
4. **CEO's report.** Michelle Douglas – see reporting documents.
5. **Facilities update.** Mike Townsend on behalf of Earl Cager – see reporting documents.
6. **Legal committee report.** None.
7. **Financial report.**
 - a. Drew Chapman, Bourgeois Bennett auditor, presented the report from the most recent audit as of June 30, 2024, financial statements. Bill Chauvin made a motion to approve the financial audit report. Cassandra Youmans seconded the motion. With no public comment, the motion carried by a unanimous vote of the board members present.
 - b. Leon Mathes presented the financial statements for Hynes-Lakeview, Hynes-UNO, Hynes-Parkview, and Hynes-CMO/Network.

8. **HR report.** None.

9. **Friends of Hynes Report.** Bill Chauvin shared an update.

10. **Old business.**

- a. Shawn Persick provided the board with an update about the final stages of the 2024-2025 HCSC Pupil Progression Plan.

11. **New business.**

- a. Shawn Persick presented the updates to the HCSC Attendance Policy for compliance with NOLA PS guidelines.

With no further business to discuss, a motion to adjourn was made by Bill Chauvin, seconded by Jan Janz, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:15pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

December 9, 2024



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

December 9, 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 October 31, 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 October 31, 2024

ASSETS

Current Assets

Cash and cash equivalents	\$ 9,316,754	A
Investments	\$ 10,451,564	B
Grants and other receivables:		
NOLAPS / LADOE /Federal / ERATE	\$ (2,787)	C
Other receivables	36,955	D
Total grants and other receivables	34,168	
Prepaid expenses	400,135	E
Total Current Assets	20,202,621	

Other Assets

Deposits	17,400	F
Total Other Assets	17,400	

Fixed Assets

Leasehold improvements	\$ 7,530	G
Equipment	\$ 1,118,037	H
Total Fixed Assets	1,125,565	
Accumulated depreciation	(148,097)	I
Total Fixed Assets, net	977,469	J
TOTAL ASSETS	\$ 21,197,491	K

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	\$ 183,667	L
Other Accounts payable	427,566	M
Accrued payroll liabilities	796,405	N
Deferred Revenues	(20)	O
Total Current Liabilities	\$ 1,407,618	

Net Assets

Net assets, beginning of this fiscal year	19,345,461	
Current year increase (decrease) in net assets	444,413	
Net Assets, end of this period	19,789,873	P
TOTAL LIABILITIES AND NET ASSETS	\$ 21,197,491	Q

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

	<u>For the Four Months Ended October 31, 2024</u>			<u>Annual</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	<u>Budget</u>
<u>Revenues and Other Support</u>				
State and Local MFP			-	-
Federal Grants	-	-	-	-
State Grants	-		-	-
Other Grants	-		-	-
Donations	250		250	-
Other income	133,795	-	133,795	-
Total Revenues and Other Support	\$ 134,045	\$ -	\$ 134,045	A \$ -
<u>Expenses</u>				
Employee Salaries	426,102	470,000	43,898	1,385,000
Employee Benefits	125,288	141,000	15,712	420,000
Administrative fee			-	-
Depreciation Expense			-	-
Disposal services			-	-
Dues and fees	21,729	15,000	(6,729)	55,000
CMO Charge	(713,333)	(712,000)	1,333	(2,140,000)
Equipment rental			-	-
Food Service Management			-	-
Information technology services	16,338	24,000	7,662	70,000
Insurance			-	-
Materials and supplies	7,747	7,000	(747)	25,000
LEA (additional services)	-		-	-
Professional Development	2,349	3,000	651	10,000
Professional services	64,435	30,000	(34,435)	100,000
Repairs and maintenance			-	-
Textbooks			-	-
Transportation			-	-
Travel	65,952	66,000	48	75,000
Utilities		-	-	-
Total Expenses	\$ 16,607	\$ 44,000	\$ 27,393	B \$ -
CHANGE IN NET ASSETS	\$ 117,438	\$ (44,000)	\$ 161,438	\$ -

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

	For the Four Months Ended October 31, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	2,553,671	2,704,000	(150,329) A	8,113,000
Federal Grants	307,092	-	307,092 B	508,000
State Grants	130,924		130,924 C	-
Other Grants	-		-	-
Donations	905	-	905	20,000
Other income	165,111	39,000	126,111 D	125,000
Total Revenues and Other Support	\$ 3,157,703	\$ 2,743,000	\$ 414,703	\$ 8,766,000
<u>Expenses</u>				
Employee Salaries	1,170,296	1,035,000	(135,296) A	3,821,000
Employee Benefits	361,915	345,000	(16,915) B	1,294,000
Administrative fee	46,644	52,000	5,356	162,000
Depreciation Expense	20,060	15,000	(5,060)	50,000
Disposal services	4,309	4,000	(309)	12,000
Dues and fees	4,364	5,000	636	15,000
CMO Charge	235,333	236,000	667	706,000
Equipment rental	5,424	8,000	2,576	22,000
Lease	255,000	332,000	77,000	1,000,000
Food Service Management	3,000	3,000	-	9,000
Information technology services	121,716	36,000	(85,716) C	107,000
Insurance	149,943	120,000	(29,943) D	360,000
Materials and supplies	367,075	112,000	(255,075) E	337,000
LEA (additional services)	64,333	51,000	(13,333)	193,000
Professional Development	12,198	20,000	7,802	64,000
Professional services	70,298	20,000	(50,298) F	61,000
Repairs and maintenance	33,936	24,000	(9,936)	74,000
Textbooks	69,851	71,000	1,149	71,000
Transportation	52,622	50,000	(2,622)	200,000
Travel	-	2,000	2,000	11,000
Utilities	43,738	46,000	2,262	152,000
Total Expenses	\$ 3,092,055	\$ 2,587,000	\$ (505,055)	\$ 8,721,000
 CHANGE IN NET ASSETS	 \$ 65,648	 \$ 156,000	 \$ (90,352)	 \$ 45,000

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

	For the Four Months Ended October 31, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	2,879,171	2,984,000	(104,829) A	8,960,000
Federal Grants	82,329	-	82,329 B	387,000
State Grants	194,538	-	194,538 C	20,000
Other Grants	-	-	-	14,000
Donations	6,039	10,000	(3,961)	25,000
Other income	203,676	96,000	107,676 D	280,000
Total Revenues and Other Support	\$ 3,365,753	\$ 3,090,000	\$ 275,753	\$ 9,686,000
<u>Expenses</u>				
Employee Salaries	1,465,828	1,284,000	(181,828) E	4,753,000
Employee Benefits	457,676	472,000	14,324	1,745,000
Administrative fee	54,748	59,000	4,252	179,000
Depreciation Expense	6,019	8,000	1,981	18,000
Disposal services	3,890	4,000	110	15,000
Dues and fees	5,755	3,000	(2,755)	8,000
CMO Charge	285,000	284,000	(1,000)	855,000
Equipment rental	6,079	6,000	(79)	20,000
Food Service Management	3,667	3,000	(667)	11,000
Information technology services	96,995	44,000	(52,995) F	135,000
Insurance	59,420	116,000	56,580	350,000
Materials and supplies	252,650	167,000	(85,650) G	503,000
LEA (additional services)	56,666	56,000	(666)	170,000
Professional Development	9,750	48,000	38,250	143,000
Professional services	55,984	32,000	(23,984) H	91,000
Repairs and maintenance	138,507	84,000	(54,507) I	259,000
Textbooks	70,594	92,000	21,406	92,000
Transportation	21,371	19,000	(2,371)	75,000
Travel	288	6,000	5,712	35,000
Utilities	88,079	75,000	(13,079) J	185,000
Total Expenses	\$ 3,138,966	\$ 2,862,000	\$ (276,966)	\$ 9,642,000
CHANGE IN NET ASSETS	\$ 226,787	\$ 228,000	\$ (1,213)	\$ 44,000

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

	For the Four Months Ended October 31, 2024			Annual
	Actuals	Budget	Variance	Budget
<u>Revenues and Other Support</u>				
State and Local MFP	2,012,562	2,236,000	(223,438) A	6,706,000
Federal Grants	57,881	-	57,881 B	482,000
State Grants	129,486	-	129,486 C	-
Other Grants	-	-	-	-
Donations	285	1,000	(715)	20,000
Other income	46,934	27,000	19,934 D	100,000
Total Revenues and Other Support	\$ 2,247,148	\$ 2,264,000	\$ (16,852)	\$ 7,308,000
<u>Expenses</u>				
Employee Salaries	876,545	845,000	(31,545) E	3,200,000
Employee Benefits	289,464	287,000	(2,464)	1,084,000
Administrative fee	38,901	46,000	7,099	134,000
Depreciation Expense	2,578	3,000	422	8,000
Disposal services	2,747	3,000	253	10,000
Dues and fees	1,193	3,000	1,807	11,000
CMO Charge	193,000	192,000	(1,000)	579,000
Equipment rental	4,313	3,000	(1,313)	15,000
Food Service Management	2,667	3,000	333	8,000
Information technology services	69,272	36,000	(33,272) F	109,000
Insurance	41,440	112,000	70,560	344,000
Materials and supplies	221,013	74,000	(147,013) G	222,000
LEA (additional services)	53,333	52,000	(1,333)	160,000
Professional Development	13,950	16,000	2,050	48,000
Professional services	36,286	36,000	(286)	105,000
Repairs and maintenance	152,152	152,000	(152)	451,000
Textbooks	11,281	81,000	69,719	81,000
Transportation	151,423	140,000	(11,423)	550,000
Travel	-	6,000	6,000	9,000
Utilities	51,050	52,000	950	158,000
Total Expenses	\$ 2,212,608	\$ 2,142,000	\$ (70,608)	\$ 7,286,000
CHANGE IN NET ASSETS	\$ 34,540	\$ 122,000	\$ (87,460)	\$ 22,000

Hynes Charter School Corporation
Statement of Cash Flows
For the Four Months Ended October 31, 2024

CASH FLOW FROM OPERATING ACTIVITIES

Change in net assets	444,413
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	28,657
Changes in operating assets:	
Grants and other receivables	762,720
Prepaid expenses	(293,521)
Other assets	-
Changes in operating liabilities:	
Accounts payable	(1,285,771)
Accrued payroll liabilities	(424,675)
Deferred Revenues	(156,270)
Net cash provided by (used in) operating activities	(924,447)

CASH FLOW FROM INVESTING ACTIVITIES

Fixed Assets Purchased	(141,123)
------------------------	-----------

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(1,065,570)
---	--------------------

Cash and cash equivalents - Beginning of the year	20,833,888
CASH AND CASH EQUIVALENTS - End of this period	\$ 19,768,319

Hynes Charter School Corporation

Selected Information

December 9, 2024

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

The Net Assets for the period ended October 31, 2024 include \$0 of restricted funds related to the Project Lead the Way (PLTW) grant.

**Hynes Charter School Corporation
CEO Report
December 9, 2024**

Celebration!

Congratulations to our students, teachers, and leaders at our three schools for increases in both school performance scores and impressive performance in growth scores.

Students & Academic

1. The first semester is closing on December 19th. We are currently assessing students using our middle-of-the-year benchmarks to measure performance and student growth since August.
2. Our winter holiday starts December 20th. Teachers and staff return on January 6th and classes resume on January 7th.

Faculty, Staff, and Administration

1. School leaders are using the Louisiana Educator's Rubric and evaluation system to observe and provide feedback to teachers. Coaching plans are developed based upon observations.
2. The Hynes Holiday party is scheduled for Friday, December 13, 2024, at the Cannery.
3. We have started a Science of Reading cohort to ensure that our K-3rd teachers receive the necessary 50 hours of professional learning set up by the Louisiana Legislature. Each teacher will take the course asynchronously (and it will be paced by one of our leaders) on the state's Canopy site and Hynes will pay a stipend for this experience. We have 23 teachers and two leaders enrolled in the course.
4. Approximately 50 teachers of Mathematics in grades 4th-8th are enrolled in the state's numeracy training in Canopy.

Family and Community Involvement

1. Our leaders hosted three different school tours for prospective students.
2. Hynes-UNO PTO is planning a fundraising soiree on Saturday, March 29th.
3. Hynes received notice that three of our grant applications have been funded:
 - a. New Orleans Recreation and Culture Fund
 - b. Pro Bono Publico Foundation Grant
 - c. System-wide Needs Fund

Operations and Facilities

1. Hynes-UNO will host their annual NOLAPS visit on January 30, 2025.
2. Our organization is completing the user agreements and processes to be an authorized non-criminal justice agency (NCJA) that sends fingerprints and receives criminal history record information (CHRI) for non-criminal justice purposes because of the responsibilities we have as school operators with authority over the supervision of children.

Edward Hynes Charter Schools
Facilities Report
December 9, 2024

UNO:

- Lemoine is on track to have all remaining punch lists and change order work to be completed by the end of the winter break.
- Currently, Lemoine and the engineers are still working on some issues discovered when the units requested heating when the weather changed. Functional commissioning of the heating system is still ongoing. Once that is completed, we will know if anything else needs to be corrected.
- The HVAC Maintenance contract has been received from Gotee

Lakeview:

- The next phase of the NOLA PS building envelope repairs project will be presented to the board during its December meeting for intent to award.
- NOLA PS's yearly facilities inspection went well. A few items need corrections, which have been taken care of. The post-inspection will take place in two weeks.

Parkview:

- NOLA PS conducted a pre-bid for the fencing upgrades project on Friday, December 6th.
- Hynes PV PTO is preparing to upgrade the A/V in the gym/café. They will fund this entire project. I am assisting them in procuring this scope of work.

HYNES CHARTER SCHOOL CORPORATION

RESOLUTION REGARDING STATE STIPEND

Meeting of December 9, 2024

WHEREAS, the Louisiana Legislature approved funding for public school certificated and support staff during its 2024 Regular Session; and

WHEREAS, these funds are allocated as one-time nonrecurring payments to employees; and

WHEREAS, the allocation provides stipends in the amount of \$2,000 for certificated staff and \$1,000 for support staff, to be paid by December 15, 2024; and

WHEREAS, certificated and support staff of Hynes Charter Schools are eligible for this allocation;

NOW, THEREFORE, BE IT

RESOLVED that the Board of Directors retroactively approves the dissemination of \$2,000 on October 10, 2024, to each staff in a teaching position or possessing a teaching certificate and \$1,000 on October 10, 2024, to each employee in a supporting role without a teaching certificate.

Secretary

HYNES CHARTER SCHOOL CORPORATION
RESOLUTION REGARDING DIFFERENTIATED COMPENSATION FUNDS

Meeting of December 9, 2024

WHEREAS, the Louisiana Legislature approved differentiated compensation funds during its 2024 Regular Session to support recruitment and retention needs; and

WHEREAS, these funds should be disseminated as stipends to employees in critical shortage areas, teachers in high needs schools, teacher leadership positions, and/or highly effective teachers;

WHEREAS, Hynes Charter Schools has developed a Compensation Plan to allocate the differentiated compensation funds according to the state's focus areas;

WHEREAS, the Compensation Plan allocates provided funds as stipends for teacher leaders who are members of the Leading For Success approved by the Board on December 9, 2024;

NOW, THEREFORE, IT IS

RESOLVED that the Board of Directors approves the Compensation Plan to reflect the dissemination of the LDOE differentiated compensation stipends.

Secretary

BOARD RESOLUTION

MEETING OF THE BOARD OF DIRECTORS OF

Hynes Charter School Corporation

EIN 20-4452631

A meeting of the Board of Directors of Hynes Charter School Corporation was held on December 9, 2024, whereby a resolution was passed authorizing Michelle B. Douglas, Chief Executive Officer, to represent and act on behalf of Hynes Charter School Corporation, including authorization to execute the cooperative endeavor agreement between Hynes Charter School Corporation and the Louisiana Department of the Treasury and the State of Louisiana for the expenditure of state funds as provided by Act 776 of the 2024 state legislative session. Act 776 contains a line item appropriation within the Agency's budget for the benefit of Hynes Charter School Corporation of which the sum of \$200,000.00 has been allocated for the playground project at Hynes UNO.

Signature of Board President

Print Name of Person Signing

BOARD RESOLUTION

MEETING OF THE BOARD OF DIRECTORS OF

Hynes Charter School Corporation

EIN 20-4452631

A meeting of the Board of Directors of Hynes Charter School Corporation was held on December 9, 2024, whereby a resolution was passed authorizing the removal of Kris Scairono and adding of Bill Chauvin to all Hynes Charter School Corporation accounts associated with Hancock Whitney National Bank. This action is being taken in accordance with the resignation of Kris Scairono from the Hynes Charter School Board of Directors.

Signature of Board President

Print Name of Person Signing

**ADDENDUM TO DATA SHARING AGREEMENT BETWEEN THE LOUISIANA STATE DEPARTMENT OF
EDUCATION AND LOUISIANA WORKFORCE COMMISSION (LWC)**

The Hynes Charter School Corporation Board hereby executes, through its authorized representative, this addendum to the data sharing agreement between the Louisiana State Department of Education and LWC (the Agreement) in order to invoke the stipulation contained in the Agreement which, upon unilateral execution of this addendum by School Board, binds the LWC to all the terms and conditions of the Agreement with respect to any and all student data provided directly to LWC. Nothing herein shall in any way affect or prejudice the Louisiana Department of Education in its exercise of any rights granted to it under the Agreement.

Signature of School System's Superintendent or Authorized Representative

**Note: Please ensure LDEdata@la.gov has received official notification from the school system's superintendent of any authorized representative*

Printed Name of School System's Superintendent or Authorized Representative

Printed Title of Person Signing

Date