



Edward Hynes Charter School

Board Meeting

Agenda

June 8, 2026

**HYNES CHARTER SCHOOL CORPORATION
BOARD MEETING**

Monday, June 08, 2026, 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. April 27, 2026 – Board Meeting

STANDING ITEMS

1. Opportunity for public comment
2. CEO's Report
 - a. 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

1. Old business

2. New business

- a. Motion to discuss and approve the HCSC Board of Directors meeting dates and locations for the 2026-2027 school year.
- b. Motion to elect the 2026-2027 HCSC Board of Directors.
- c. Motion to approve the HCSC budget for the 2026-2027 school year.
- d. Motion to approve the Crane Rehab Services contract for the OT/PT services during the 2026-2027 school year.
- e. Motion to approve the contract for the Lakeview fencing project.
- f. Motion to approve the Hynes AI Staff Usage Policy.
- g. Motion to approve the MagicSchool contract for the designated AI platform during the 2026-2027 school year.
- h. Motion to authorize the CEO to sign the extension of service contracts for our schools for the 2026-2027 school year:
 - a) Synergy- BAS All sites
 - b) Kurita- HVAC water treatment LV and PV
 - c) Chillco- HVAC Service LV and PV
 - d) Dove Group- HVAC Service UNO
 - e) Green Coast Enterprises- Energy Management All Sites
 - f) Orkin- Pest ALL Sites
 - g) Proficient Pest Control- Termites All Sites
 - h) Fischer's Roofing- Roofing Inspections All Site
 - i) Mesalain- Custodial Services PV
 - j) Pinnacle- Elevator Service All Sites
 - k) Cintas- AED's All Sites
 - l) Taylor Sudden Service- Generator Service All Sites
 - m) Pfefferle- Ground Service All Sites
 - n) Liquid Environmental- Grease Trap All Sites
 - o) Darryl Coulon- Security Services PV
 - p) C.T. Traina- Backflow Inspections All Sites
 - q) Fire Quest- Fire Panel Service All Sites
 - r) Austin Fire- Sprinkler System Inspection All Sites
 - s) A1 Fire and Safety - Kitchen Hood and Fire Extinguisher Inspection. All Sites
 - t) Heritage Service Group - Kitchen Equipment inspections and service. All Sites
 - u) A1- Rugs All Sites

- i. Motion to move into executive session to review the professional competencies of the CEO.

3. Adjournment



Edward Hynes Charter School

Board Meeting

Minutes

April 27, 2026



Edward Hynes Charter School- Parkview
4617 Mirabeau Ave.
New Orleans, Louisiana 70126

Board of Directors Meeting Minutes
Monday, April 27, 2026

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

Board Members Absent: Barbara Richard and Curtis Pellerin

Others Present: Michelle Douglas, Shawn Persick, Shawne Favre, John Starr, Brandi Huling, Celine Godfrin, Terri Williams, Dawn Lobell, Brittany Smith, Tiffany Vega-Dermody, and Margo Johnson.

Alvin Miester, III, Board President, called the meeting to order at 5:08 pm and proceeded with the agenda.

1. **Approval of agenda.** Bill Chauvin made a motion to approve the April 27, 2026, meeting agenda. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous roll call vote of board members present.
2. **Approval of minutes.** Jan Janz made a motion to approve the minutes from the Board Meeting on March 23, 2026. 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.** Earl Cager- see reporting documents.
6. **Legal committee report.** None.
7. **Financial report.** Shawne Favre– see reporting documents.
 - a. Financial statements for Hynes-Lakeview, Hynes-UNO, Hynes-Parkview, and Hynes-CMO/Network.
 - b. Preview of the 2026-2027 Hynes Corporation budget
8. **HR report.** None.

9. Friends of Hynes Report. None.

10. Old business. None.

11. New business.

- a. Jan Janz made a motion to open the elections for the 2026-2027 school year. Cassandra Youmans made the motion to close the nominations. With no public comment, the motion carried by a unanimous vote of board members present.
- b. Bill Chauvin made a motion to move to an Executive Session to evaluate the professional competences of the Chief Executive Officer at 6:02 pm. Helene Derbigny seconded the motion. With no public comment, the motion carried by a unanimous vote of board members present.
- c. Jan Janz made a motion to end the Executive Session at 6:23 pm. Cassandra Youmans seconded the motion

With no further business to discuss, a motion to adjourn was made by Jan Janz, seconded by Cassandra Youmans, and passed unanimously by a vote of board members present. The meeting was adjourned at 6:23 pm.



Edward Hynes Charter School

Board Meeting

Reporting Documents

June 8, 2026

**Hynes Charter School Corporation
CEO Report
June 8, 2026**

Students & Academic

1. LDOE will release LEAP results in July 2026. This is the year that the new accountability formula will be implemented.
2. Update on school specific end of year results.
3. Hynes hosted an extended school year program (ESYP) for 38 students who met the criteria.
4. The school year closed with well-attended awards and closing programs. I extend gratitude to students, families, faculty, staff, and leaders for organizing meaningful celebrations. These special moments honored our students' accomplishments and provided lasting memories for everyone involved. We are grateful for all the planning, coordination, and care that made these events such a success.

Faculty, Staff, and Administration

1. As part of our commitment to supporting and retaining exceptional educators and staff, the proposed budget includes a Hynes supplemental pay increase. This investment reflects our belief that competitive compensation is essential to sustaining a high-performing workforce and advancing student success. This increase is separate from and in addition to any state-funded stipend proposed through Governor Landry's Executive Order.
2. Hynes network and school leaders attended the LA Department of Education Teacher Leader Summit during the last week of May. Our Chief Operating Officer was invited to co-present strategies for the practical implementation of the Louisiana Educator Rubric.
3. High Quality Professional Learning (HQPL):
 - a. Planning is underway to enroll all Kindergarten through 3rd grade teachers in the Numeracy Course as required by the LA Department of Education. Stipends will be funded through the CSP grants awarded to each site.
 - b. Last week, we hosted the network and school leaders at our Summer Summit held at The Southern Hotel in Covington, LA. The retreat was designed to align, inspire, and equip leaders for the year ahead. By strengthening relationships, building leadership capacity, and focusing on our strategic priorities, we ensure that every leader is prepared to lead with clarity, purpose, and a relentless commitment to student success.
 - c. School leaders are now planning their retreats with the school-based Leading for Success Teams to develop capacity to develop goals and key actions that will yield results for the next school year using the 2026-2031 Strategic Priorities as the lens for the work. (See below.)
 - d. Teaching staff return to work on August 3rd, and this timing affords us two more days for HQPL. The network team is developing a schedule that will include development based on our priorities for 2026-27.

Family and Community Involvement

1. The school leaders of each campus have planned meetings with their PTO officers to plan for the 2026-27 year. This provides leaders with the ability to align goals, coordinate efforts, and establish a unified vision for supporting fundraising efforts and activities.

Operations and Facilities

1. We will submit an official name change from Edward Hynes Charter School University of New Orleans to Edward Hynes Charter School at LSU New Orleans effective July 1st. This name change will have no impact on any site codes or student data.
2. Hynes has submitted all reporting requirements of our authorizer, NOLAPS, for the 2025-26 school year.
3. The Hynes Network Strategic Priorities Outlined in the 2026-2031 LA Strong Schools
 - a. Excellent Instruction: Strengthen the implementation of high-quality curricula and aligned standards-based instructional systems to ensure all students experience grade-level rigor with appropriate support.
 - b. Academic Equity & Consistency: Ensure equitable access to high-quality learning opportunities through responsive support and multiple pathways that meet the needs of all learners.
 - c. Thriving School Communities: Continually strengthen and uphold sustainable systems that support student wellness and foster safe, inclusive environments rooted in care, belonging, and respect.
 - d. Highly Effective and Committed Staff: Establish and sustain coherent talent systems to recruit, develop, and retain a diverse, high-performing faculty and staff aligned to the Hynes mission and vision to maintain operational efficiency.

Edward Hynes Charter Schools
Facilities Report
June 8, 2026

UNO:

- Water meter from SWB has been installed, and the new account has been created.

Lakeview:

- Installation of the new camera system is ongoing. The project should be completed by the end of the week.
- Fencing replacement project quotes have been received, with the lowest bidder being Amko at \$113,221.
- RTU 4 needs to be replaced. I have received approval from the school board to reimburse us for this cost using the school's SFPP funds. I am awaiting the three quotes currently for this scope of work.

Parkview:

- Installation of the new camera system is ongoing. It will be completed in the next week or two.

All Sites

- Summer cleaning and floor care are underway at all three sites. Maintenance correction items are also being addressed at all three sites.
- Starting this year, the Orleans Parish School Board is requesting that all board chairs for each CMO sign off on the yearly facility CAP (Corrective Action Plan)



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

June 8, 2026

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, 2026. 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,

A handwritten signature in black ink, appearing to read 'Shawne Favre', written in a cursive style.

Shawne B. Favre
Chief Financial Officer
Hynes Charter School Corporation

Hynes Charter School Corporation
Statement of Financial Position
As of April 30, 2026

ASSETS

Current Assets

Cash and cash equivalents	9,296,544	A
Investments	13,626,362	
Grants and other receivables:		
NOLAPS / LADOE /Federal / ERATE	42,801	
Other receivables	38,733	
Total grants and other receivables	81,534	
Prepaid expenses	141,395	
Total Current Assets	23,145,835	

Other Assets

Deposits	17,400	
Total Other Assets		17,400

Fixed Assets

Sites improvements	396,418	
Equipment	1,170,277	
Building Hynes-UNO Right of Use	24,123,155	
Total Fixed Assets	25,689,850	B
Accumulated depreciation	(308,186)	
Total Fixed Assets, net	25,381,663	

TOTAL ASSETS	\$ 48,544,898	
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LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable NOLAPS	465,000	C
Other Accounts payable	604,116	D
Accrued payroll liabilities	1,410,622	
Other Liabilities	257,379	
Deferred Revenues	157,632	
Long-Term Liabilities	24,441,655	
Total Current Liabilities	\$ 27,336,404	E

Net Assets

Net assets, beginning of this fiscal year	21,347,666	
Current year increase (decrease) in net assets	(139,172)	
Net Assets, end of this period	21,208,494	F

TOTAL LIABILITIES AND NET ASSETS	\$ 48,544,898	
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**Hynes Charter School Corporation Network Office
Statement of Activities and Changes in Net Assets**

	<u>For the Ten Months Ended April 30, 2026</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	-	-	-	-
Donations	-	-	-	-
Other income	452,650	375,000	77,650	G 450,000
Total Revenues and Other Support	\$ 452,650	\$ 375,000	\$ 77,650	\$ 450,000
<u>Expenses</u>				
Employee Salaries	1,105,263	1,086,074	(19,188)	1,302,000
Employee Benefits	296,629	332,830	36,201	399,000
Administrative fee	-	-	-	-
Depreciation Expense	-	-	-	-
Disposal services	-	-	-	-
Dues and fees	31,018	45,833	14,816	55,000
CMO Charge	(1,396,667)	(1,321,667)	75,000	(1,586,000)
Equipment rental	-	-	-	-
Food Service Management	-	-	-	70,000
Information technology services	27,877	58,333	30,457	-
Insurance	-	-	-	25,000
Materials and supplies	17,425	22,500	5,075	-
LEA (additional services)	-	-	-	-
Professional Development	3,496	9,000	5,504	10,000
Professional services	134,631	88,333	(46,298)	100,000
Repairs and maintenance	-	-	-	-
Textbooks	-	-	-	-
Transportation	-	-	-	-
Travel	3,443	71,000	67,557	75,000
Utilities	-	-	-	-
Transfer to FOH	560,000	-	(560,000)	H -
Total Expenses	\$ 783,114	\$ 392,237	\$ (390,877)	\$ 450,000
CHANGE IN NET ASSETS	\$ (330,464)	\$ (17,237)	\$ (313,226)	I \$ 0

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

	<u>For the Ten Months Ended April 30, 2026</u>			<u>Annual Budget</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	
<u>Revenues and Other Support</u>				
State and Local MFP	7,101,918	7,005,833	96,085	8,407,000
Federal Grants	134,471	245,250	(110,779) J	327,000
State Grants	223,770	90,000	133,770 K	120,000
Other Grants	25,020	-	25,020	-
Donations	77,260	75,000	2,260	100,000
Other income	460,612	266,667	193,946 L	320,000
Total Revenues and Other Support	<u>\$ 8,023,052</u>	<u>\$ 7,682,750</u>	<u>\$ 340,302</u>	<u>\$ 9,274,000</u>
<u>Expenses</u>				
Employee Salaries	4,079,855	4,269,071	189,216	4,766,000
Employee Benefits	1,434,534	1,536,866	102,331	1,716,000
Administrative fee	134,805	140,000	5,195	168,000
Depreciation Expense	18,930	17,000	(1,930)	18,000
Disposal services	8,322	10,000	1,678	12,000
Dues and fees	26,035	3,750	(22,285)	5,000
CMO Charge	521,667	521,667	(0)	626,000
Equipment rental	18,023	20,000	1,977	24,000
Food Service Management	10,665	9,900	(765)	11,000
Information technology services	85,164	125,833	40,670	151,000
Insurance	157,651	185,833	28,183	223,000
Materials and supplies	331,840	502,933	171,094 M	552,000
LEA (additional services)	129,167	129,167	(0)	155,000
Professional Development	147,958	39,167	(108,792)	47,000
Professional services	118,213	187,500	69,287	225,000
Repairs and maintenance	240,629	201,667	(38,962)	242,000
Textbooks	65,145	70,000	4,855	70,000
Transportation	148,679	112,270	(36,409)	122,000
Travel	59,738	2,000	(57,738)	2,000
Utilities	167,882	185,324	17,442	214,000
Total Expenses	<u>\$ 7,904,901</u>	<u>\$ 8,269,947</u>	<u>\$ 365,046</u>	<u>\$ 9,349,000</u>
 CHANGE IN NET ASSETS	 <u>\$ 118,151</u>	 <u>\$ (587,197)</u>	 <u>\$ 705,348</u> N	 <u>\$ (75,000)</u>

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

	<u>For the Ten Months Ended April 30, 2026</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	7,614,478	7,598,333	16,145	9,118,000
Federal Grants	184,285	266,250	(81,965) O	355,000
State Grants	210,475		210,475 P	-
Other Grants	75,000		75,000	-
Donations	19,153	37,500	(18,347)	50,000
Other income	355,439	157,500	197,939	175,000
Total Revenues and Other Support	<u>\$ 8,458,830</u>	<u>\$ 8,059,583</u>	<u>\$ 399,247</u>	<u>\$ 9,698,000</u>
<u>Expenses</u>				
Employee Salaries	3,663,811	3,641,790	(22,021)	4,067,000
Employee Benefits	1,230,596	1,311,044	80,448	1,464,000
Administrative fee	136,790	136,667	(123)	164,000
Depreciation Expense	69,010	70,000	990	84,000
Disposal services	5,427	8,333	2,907	10,000
Dues and fees	14,631	1,667	(12,964)	2,000
CMO Charge	507,500	507,500	-	609,000
Equipment rental	18,639	18,333	(306)	22,000
Food Service Management	10,080	9,900	(180)	11,000
Information technology services	102,145	84,167	(17,978)	101,000
Insurance	288,243	337,500	49,257	450,000
Materials and supplies	357,946	358,978	1,032	394,000
LEA (additional services)	191,667	191,667	(0)	230,000
Lease	870,000	1,050,000	180,000 Q	1,260,000
Professional Development	31,554	29,167	(2,388)	35,000
Professional services	246,525	187,500	(59,025)	225,000
Repairs and maintenance	128,544	126,667	(1,878)	152,000
Textbooks	67,212	77,000	9,788	77,000
Transportation	244,257	112,270	(131,987) R	122,000
Travel	2,947	7,000	4,053	7,000
Utilities	71,720	151,550	79,830	175,000
Total Expenses	<u>\$ 8,259,244</u>	<u>\$ 8,418,699</u>	<u>\$ 159,454</u>	<u>\$ 9,661,000</u>
CHANGE IN NET ASSETS	<u>\$ 199,586</u>	<u>\$ (359,115)</u>	<u>\$ 558,701 S</u>	<u>\$ 37,000</u>

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

	<u>For the Ten Months Ended April 30, 2026</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	5,263,007	5,142,500	120,507	\$ 6,171,000
Federal Grants	267,971	322,500	(54,529) T	430,000
State Grants	168,642	-	168,642 U	-
Other Grants	30,842	15,000	15,842	20,000
Donations	57,231	-	57,231	-
Other income	115,395	108,333	7,062	130,000
Total Revenues and Other Support	<u>\$ 5,903,088</u>	<u>\$ 5,588,333</u>	<u>\$ 314,755</u>	<u>\$ 6,751,000</u>
<u>Expenses</u>				
Employee Salaries	2,800,760	2,766,191	(34,569)	3,079,000
Employee Benefits	933,568	995,829	62,261	1,108,000
Administrative fee	101,752	99,167	(2,585)	119,000
Depreciation Expense	8,679	17,000	8,321	18,000
Disposal services	5,347	8,333	2,987	10,000
Dues and fees	6,951	5,250	(1,701)	7,000
CMO Charge	367,500	367,500	-	441,000
Equipment rental	15,593	15,000	(593)	18,000
Food Service Management	7,305	7,200	(105)	8,000
Information technology services	76,061	98,333	22,273	118,000
Insurance	109,382	133,333	23,952	160,000
Materials and supplies	194,354	208,644	14,290	229,000
LEA (additional services)	144,167	144,167	(0)	173,000
Professional Development	34,984	41,667	6,682	50,000
Professional services	129,504	124,167	(5,337)	149,000
Repairs and maintenance	437,413	408,333	(29,080)	490,000
Textbooks	20,643	71,000	50,357	71,000
Transportation	552,659	412,270	(140,389) V	448,000
Travel	-	10,000	10,000	15,000
Utilities	102,842	116,910	14,068	135,000
Total Expenses	<u>\$ 6,049,464</u>	<u>\$ 6,050,294</u>	<u>\$ 830</u>	<u>\$ 6,846,000</u>
 CHANGE IN NET ASSETS	 <u>\$ (146,376)</u>	 <u>\$ (461,961)</u>	 <u>\$ 315,585</u> V	 <u>\$ (95,000)</u>

Hynes Charter School Corporation
Statement of Cash Flows
30-Apr-26

CASH FLOW FROM OPERATING ACTIVITIES	
Change in net assets	(139,172)
<i>Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities:</i>	
Depreciation	96,619
Changes in operating assets:	
Grants and other receivables	59,622
Prepaid expenses	26,531
Other assets	0
Changes in operating liabilities:	
Accounts payable	462,679
Accrued payroll liabilities	8,171
Other Liabilities	253,032
Deferred Revenues	(13,931)
Long-Term Liabilities	-
Net cash provided by (used in) operating activities	<u>753,551</u>
 CASH FLOW FROM INVESTING ACTIVITIES	
Fixed Assets Purchased	(66,530)
 NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	 <u>687,021</u>
 Cash and cash equivalents - Beginning of the year	 <u>22,235,885</u>
CASH AND CASH EQUIVALENTS - End of this period	<u>\$ 22,922,906</u>

Hynes Charter School Corporation
Notes on April 30, 2026 Financial Statements

Statement of Financial Position (Balance Sheet)

- A. Cash: we have significant cash on hand incl. \$2.5 mil at Liberty Bank (opened Sept 2023)
- B. Right of Use: required by guidance to show the lease info for UNO campus
- C. Accounts Payable NOLAPS: In March received YTD invoices for Shared Services
- D. Other Accounts Payable: Includes \$345k for transportation and other minor amounts
- E. Long Term Liabilities: Includes lease
- F. Decrease in Net Assets: Primarily due to \$560k transfer to FOH earlier this fiscal year offset by positive changes in Net Assets at 2 campuses.

Network Office Statement of Activities (Income Statement)

- G. Interest Income
- H. External transfer to FOH (January) outlined in CEA that was approved by Board
- I. Net Loss of \$330k is due to \$560k transfer to FOH.

Lakeview Statement of Activities (Income Statement)

- J. Federal Grants- budget is equally allocated by quarter but \$120k in expense will be claimed in Q4.
- K. State Grants- grants not included in budget forecast HDT, Differentiated Funding, Certification Stipends.
- L. Other Income- Student Fees
- M. Materials and Supply- favorable variance but we anticipate significant purchases in June.
- N. Change in Net Assets: actual \$118k positive, budgeted \$587k deficit

UNO Statement of Activities (Income Statement)

- O. Federal Grants- budget is equally allocated by quarter but additional expenses should be claimed in Q4.
- P. State Grants -grants not included in budget forecast HDT, Differentiated Funding, Certification Stipends.
- Q. Lease: budgeted \$105k/mth. Payments were \$85k through March. Payments increased to \$105k in April.
- R. Transportation: COO is reviewing invoices and discussing with vendor. Partially offset by student fees collected for field trips and enrichment fee.
- S. Change in Net Assets: actual \$200k positive, budgeted \$359k deficit

Parkview Statement of Activities (Income Statement)

- T. Federal Grants- budget is equally allocated by quarter but additional expenses should be claimed in Q4.
- U. State Grants- grants not included in budget forecast HDT, Differentiated Funding, Certification Stipends. Approx.
- V. Transportation: COO is reviewing invoices and discussing with vendor. Partially offset by student fees collected for sports and field trips.
- W. Change in Net Assets: actual \$146k deficit, budgeted \$462k deficit

Hynes Charter School Corporation

Selected Information

Substantially all disclosures required by accounting principles generally accepted in the United States of America are not included in the attached April 2026 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 2026 financial statements.

Hynes Charter Schools

Staff Artificial Intelligence (AI) Usage Policy

Purpose

Hynes Charter Schools recognizes that Artificial Intelligence (“AI”) tools can support productivity, creativity, communication, and instructional planning when used responsibly. This policy establishes expectations for the safe, ethical, and appropriate use of AI by staff members while ensuring that human relationships, professional judgment, and student wellbeing remain central to teaching and learning. AI is intended to support staff work — not replace educators, curriculum, professional expertise, or meaningful human interaction with students and families.

Guiding Principles

1. Humans Remain Central

AI may assist staff, but it may never replace the professional judgment, relationships, instructional decision-making, or responsibilities of educators and school staff.

Staff members remain fully responsible for:

- Reviewing all AI-generated content
- Verifying accuracy and appropriateness
- Ensuring alignment to curriculum and instructional goals
- Making final professional decisions

Under no circumstances should AI-generated content be accepted as authoritative without human review and verification.

2. Student Wellbeing Comes First

Student wellbeing, safety, dignity, and privacy must guide all AI use decisions.

AI tools should support:

- Student learning
- Accessibility
- Communication
- Efficiency

AI tools should never be used in ways that:

- Harm student relationships
- Reduce meaningful teacher interaction
- Create bias or inequitable outcomes

- Replace individualized support for students

Staff should carefully consider the developmental, emotional, and academic impact of AI-supported practices.

3. Approved Platforms Only

Hynes staff may only use AI platforms that have been approved or subscribed to by the school or network.

At this time, approved platforms include:

- MagicSchool

Staff should not use personal or unapproved AI tools for school-related work involving students, staff information, instructional materials, or internal operations.

Staff may not require students to create accounts or submit work on unapproved AI platforms.

4. Privacy and Confidentiality

Protecting student, family, and staff privacy is a critical responsibility of all employees. Staff should limit the sharing of confidential, personally identifiable, or sensitive information when using AI tools. However, certain student and staff information may be used within school-approved AI platforms when necessary for legitimate educational or operational purposes and when aligned with school expectations, privacy protections, and platform agreements.

The use of confidential or sensitive information (PII) in any unapproved or personal AI platform is strictly prohibited.

This includes, but is not limited to:

- Student names or ID numbers
- Grades or assessment data
- IEPs, 504 plans, evaluations, or behavior records
- Medical or counseling information
- Student work samples containing identifying information
- Staff personnel information
- Passwords, security details, or internal operational information

The only approved platform for confidential and sensitive information is MagicSchool.

Staff members are expected to use sound professional judgment and ensure that any AI use aligns with FERPA requirements, school policies, and student wellbeing. If possible

to avoid using PII, you should refrain from using it. When in doubt, consult your IT coordinator or John Starr before using AI tools with sensitive information.

Appropriate Uses of AI

Approved AI tools may be used to support staff productivity and instructional planning, including:

- Drafting lesson ideas or instructional resources
- Creating practice questions or assessment drafts
- Differentiating materials for student needs
- Translating or adapting content for accessibility
- Drafting family communication
- Brainstorming engagement strategies
- Organizing information or schedules
- Assisting with professional writing and editing
- Analyzing data of student performance

All AI-assisted outputs must be reviewed, revised, and finalized by the staff member before use.

Prohibited Uses of AI

Staff may not use AI:

- To replace direct instruction or high-quality curriculum
- To independently teach students without educator oversight
- To generate final grades, disciplinary outcomes, or high-stakes decisions without human judgment
- To replace teacher feedback or meaningful interaction with students
- To input confidential or protected information
- To create misleading, discriminatory, harmful, or inappropriate content
- To bypass curriculum expectations or professional responsibilities
- To use unauthorized AI platforms or browser extensions
- To record, transcribe, or generate AI meeting notes for school meetings

Hynes Charter Schools does not permit the use of AI notetakers or AI transcription tools during meetings.

Curriculum and Instruction Expectations

AI tools are intended to support instruction — not replace curriculum, instructional planning, or educator expertise.

Teachers are expected to:

- Use approved curriculum materials as the foundation for instruction
- Ensure AI-generated materials align with state standards and Hynes instructional expectations
- Adapt AI-generated content to the needs of their students
- Maintain instructional rigor and authenticity

AI should enhance thoughtful teaching practices, not substitute for them.

Bias, Accuracy, and Professional Responsibility

AI systems can generate inaccurate, biased, outdated, or fabricated information.

Staff members are expected to:

- Fact-check AI-generated content
- Review materials for bias and cultural responsiveness
- Ensure accessibility and inclusivity
- Use professional judgment before sharing content with students or families

Staff remain accountable for all materials and communication generated with AI assistance.

Transparency

Staff should use professional discretion and transparency when AI meaningfully contributes to work products or communication.

School leadership may request disclosure regarding how AI tools were used in the creation of instructional or operational materials.

Violations

Failure to follow this policy may result in disciplinary action, up to and including loss of technology privileges, corrective action, or termination of employment.

Questions regarding acceptable AI use should be directed to the IT Coordinators or John Starr, Senior Director of Innovation and Strategy before use.

Conclusion

Hynes Charter Schools believes AI can be a valuable support tool when used responsibly, ethically, and thoughtfully. Our commitment remains centered on students, strong teaching, human connection, and professional judgment. AI should enhance the work of educators, but never replace it.

2026-2027 Meeting Dates of the Hynes Charter School Board



Date	Location
Monday, August 17, 2026	Hynes- Lakeview
Monday, September 14, 2026	Hynes- LSU New Orleans
Monday, October 26, 2026	Hynes- Parkview
Monday, December 7, 2026	Hynes- LSU New Orleans
Monday, January 11, 2027	Hynes- Parkview
Monday, March 1, 2027	Hynes- Lakeview
Monday, April 5, 2027	Hynes- LSU New Orleans
Monday, May 3, 2027	Hynes- Parkview
Monday, June 7, 2027 Budget Hearing 4:30 PM	Hynes- Lakeview

All Board Meetings are at 5:00 PM in the
School's library/media center.

Locations		
Lakeview 990 Harrison	LSU New Orleans 1901 Leon C. Simon	Parkview 4617 Mirabeau