

Hynes Charter School Corporation
Board Meeting

Monday, April 29, 2013, 2013 5:00 PM
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, LA. 70124

Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes

Standing Items

1. Opportunity for public comment
2. Facilities update – Ken Ducote
3. Principal’s Report – Michelle Douglas
4. Legal Report – Al Miester

a) Vote to approve the Hynes Charter School tax return for June 30, 2012 as drafted.

b) Timeline for the 2013-2014 budget process:

May 29, 2013: The draft or unapproved 2013-2014 budget is placed in the office for public review.

June 10, 2013: Budget hearing at 4PM, Hynes Library, 990 Harrison Avenue.

June 10, 2013: Budget approval at Board meeting, 5PM, Hynes Library, 990 Harrison Avenue.

June 15, 2013: 2013 submission of final budget to OPSB.

5. Financial Report – John Gaudry
6. HR Report –

Board Business

1. Old Business -
2. New Business-

Hynes Charter School Corporation
Board of Directors Meeting
Monday, March 18, 2013
Edward Hynes Charter School
990 Harrison Avenue
New Orleans, Louisiana 70124

The following members of the Board were present: Al Miester, Barbara Richard, Tim Ryan, April Bedford, Cassondra Youman and Helene Derbigny.

Darlene Brown was absent

Meeting was called to order by President, Alvin Miester at 5:06PM.

Roll call was conducted by Janet Gaudet.

Agenda of March 18 2013

The Board:

VOTE: To approve the meeting agenda for March 18, 2013.

Motion by Timothy Ryan and second by Barbara Richard. Board members, Miester , Ryan, Richard, Bedford and Youmans and Derbigny voted to approve. No nays; motion passed.

Minutes of previous meeting

The Board:

VOTE: To dispense reading and approve the minutes of the Board meeting held on February 25, 2013. Motion to approve the minutes by Barbara Richard and second by Tim Ryan. Board members, Miester, Ryan, Richard, Youmans, Bedford and Derbigny voted to approve. No nays; motion passed.

Public Comment

NONE

Facilities Update

NONE

Principal's Report

The lottery was held on February 28, 2013 at 3PM in the gym. There were 940 applications and the lottery numbers were pulled and completed in 2 ½ hours. There were 80 openings.

School wide reading mastery percentage is 88%, on or above level.

Phase 1 of LEAP testing is March 19, 2013 for 4th and 8th graders.

Staffing and teaching assignments are being made in this quarter. There may be two vacancies next year. Vacancies will be posted and filled accordingly.

OPSB is adopting the Olweus Bully Prevention Program that Hynes adopted last year. Program administrators came for a site visit to learn more about the process.

Legal committee report

NONE

Financial Report

(see report)

Audit planning is under way. Asked for Board's approval to proceed.

The Board:

VOTE: Approval to obtain Silva-Gurtner to perform the audit and 2012 tax return for a cost not to exceed \$15,000. Motion to approve by Tim Ryan and second by Barbara Richard. Board members, Meister, Richard, Ryan, Bedford, Youman and Derbigny voted to approve. No nays; motion passed.

HR Report

NONE

Old Business

NONE

New Business

NONE

There being no further business and upon a motion duly made by Tim Ryan, second by Barbara Richard and approved by members Meister, Richard Ryan Bedford, Youman and Derbigny, the meeting was adjourned at 5:32PM.

Edward Hynes Charter School Principal's Report

April 29, 2013

Students

- Exams begin next week for students in grades 1-8. Schedules and study guides are being sent home this week.
- 4th Quarter PBS is scheduled May 13th. We have rented 5 inflatables for students who earn a 90 or above to enjoy.
- Awards for students in grades 1-7 are on May 15th.
- Kindergarten Closing Program is on May 17th at 8:30 AM and at 8AM for PreK.
- 8th grade graduation is scheduled for May 24, 2013 at 9AM. Invitations to Board Members will be mailed.
- LEAP results will be downloaded on Friday, May 17th.
- The students have been involved in field days sponsored by our PE department.
- Hynes students are participating in Field testing during the week of May 6th.

Administration/Teachers

- Hynes is advertising for vacant positions on the Eastbank Collaborative's vacancy site. Hynes was represented at the city-wide teacher fair (co-sponsored by the Eastbank Collaborative and LAPSCA) at Xavier University on Saturday, April 27th.
- Day 2 of Kagan Training is scheduled for Tuesday, May 21st. This is funded through our Title II allocation.
- We have very few evaluations to complete to finalize our rosters for COMPASS.
- We have completed our roster verifications for teachers thorough the CVR.

Operations

- We have received training on the Siemens automated system and the Video Viewer for the surveillance cameras. These were two open items on the punch list.
- Entergy bill in March/April was \$9,000.

Family & Community Involvement

- The PTO hosted the Peace, Love and Hynes Fair and Fun Run on Saturday, April 20th. The event was well-supported by the school's community.
- JA for the Day is Tuesday, April 20, 2013 for grades K-5. The LCPA and Councilmember Guidry's office will be here to extend a City of NO Proclamation for this program.
- Rep. Larusso (LA Dist. 94) will host Hynes 4th graders in Baton Rouge on Monday, May 6th. They will have a tour, visit the legislature, and be treated to an ice cream on the steps of the Capitol.
- On May 6th at 3PM, Rosalind Wiseman (author of *Queen Bees and Wanna Bees*) will visit with Hynes Alumni who helped her with the boy version of this book.

Academic

- Hynes will host a summer program for targeted students from June 3-June 14. It will be funded through Title I.
- End of the year and quarter assessments are scheduled and taking place. Teachers are collecting their SLT data to complete their observation cycle.

Hynes Charter School Corporation
Statement of Financial Position
As of March 31, 2013

ASSETS

Current Assets

Cash	\$ 2,730,299
Accounts Receivable	220,581
Prepaid Expenses	<u>67,697</u>
Total Current Assets	<u>3,018,577</u>

TOTAL ASSETS

\$ 3,018,577

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts Payable	\$ 101,939
Accrued Payroll Liabilities	167,140
Total Current Liabilities	<u>269,079</u>

Net Assets

Net Assets, Beginning of this Year	2,807,174
Current Year Increase (Decrease) in Net Assets	<u>(57,676)</u>
Net Assets, End of this Period	<u>2,749,498</u>

TOTAL LIABILITIES AND NET ASSETS

\$ 3,018,577

Hynes Charter School Corporation
Statement of Activities

	<u>For the Nine Months Ending March 31, 2013</u>			2012 - 2013
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
<u>Revenues and Other Support</u>				
MFP	\$ 3,896,138	\$ 3,793,140	\$ 102,998	\$ 5,057,520
NCLB	156,178	214,254	(58,076)	285,668
Donations	71,717	22,500	49,217	30,000
Other Income	93,706	43,263	50,443	57,687
Total Revenues and Other Support	<u>4,217,739</u>	<u>4,073,157</u>	<u>144,582</u>	<u>5,430,875</u>
<u>Expenses</u>				
Salaries	2,382,983	2,353,355	29,628	3,155,028
Benefits	848,878	817,792	31,085	1,096,373
Child Nutrition	15,900	14,976	924	18,720
Custodial Services	133,360	133,236	124	177,652
Disposal Services	6,092	5,940	152	7,920
Dues and Fees	17,074	15,003	2,071	20,000
Equipment Rental	10,529	10,458	71	13,945
Insurance	180,770	165,546	15,224	220,725
IT Services	100,291	88,965	11,326	118,624
LEA Services	77,924	75,861	2,063	101,150
Materials and Supplies	136,736	158,200	(21,464)	175,000
Other Expense	5,907	3,762	2,145	5,000
Professional Services	47,709	29,205	18,504	38,938
Repair and Maintenance	23,708	1,503	22,205	2,000
Textbooks	40,912	21,200	19,712	22,000
Transportation	37,850	42,240	(4,390)	52,800
Travel	21,892	747	21,145	1,000
Utilities	186,898	153,000	33,898	204,000
Total Expenses	<u>4,275,415</u>	<u>4,090,989</u>	<u>184,426</u>	<u>5,430,875</u>
Change in Net Assets	<u>(57,676)</u>	<u>(17,832)</u>	<u>\$ (39,844)</u>	<u>\$ -</u>
Net Assets, beginning of the year	2,807,174	2,807,174		
Net Assets, end of this period	<u>\$ 2,749,498</u>	<u>\$ 2,789,342</u>		
Salaries	100.0%	100.0%		
Benefits	35.6%	34.8%		

Hynes Charter School Corporation
Statement of Activities

	Actual	Projected	Projected	2012 - 2013	Variance	
	07/01/12 through 03/31/13	04/01/13 through 06/30/13	Year-to-Date 06/30/13	Annual Budget	Dollars	Percent
Revenues and Other Support						
MFP	\$ 3,896,138	\$ 1,298,712	\$ 5,194,850	\$ 5,057,520	\$ 137,330	
NCLB	156,178	169,541	325,719	285,668	40,051	
Donations	71,717	20,000	91,717	30,000	61,717	
Other Income	93,706	-	93,706	57,687	36,019	
Total Revenues and Other Support	4,217,739	1,488,253	5,705,992	5,430,875	275,117	5.1%
Expenses						
Salaries	2,382,983	801,672	3,184,655	3,155,028	29,627	
Benefits	848,878	285,575	1,134,453	1,096,373	38,080	
Child Nutrition	15,900	3,180	19,080	18,720	360	
Custodial Services	133,360	44,413	177,773	177,652	121	
Disposal Services	6,092	1,993	8,085	7,920	165	
Dues and Fees	17,074	5,625	22,699	20,000	2,699	
Equipment Rental	10,529	3,058	13,587	13,945	(358)	
Insurance	180,770	57,637	238,407	220,725	17,682	
IT Services	100,291	39,756	140,047	118,624	21,423	
LEA Services	77,924	25,974	103,898	101,150	2,748	
Materials and Supplies	136,736	7,500	144,236	175,000	(30,764)	
Other Expense	5,907	750	6,657	5,000	1,657	
Professional Services	47,709	7,038	54,747	38,938	15,809	
Repair and Maintenance	23,708	1,538	25,246	2,000	23,246	
Textbooks	40,912	-	40,912	22,000	18,912	
Transportation	37,850	14,950	52,800	52,800	-	
Travel	21,892	-	21,892	1,000	20,892	
Utilities	186,898	59,299	246,198	204,000	42,198	
Total Expenses	4,275,415	1,359,957	5,635,372	5,430,875	204,497	3.8%
Change in Net Assets	(57,676)	\$ 128,296	70,620	-	70,620	
Net Assets, beginning of the year	2,807,174		2,807,174	2,807,174		
Net Assets, end of this period	\$ 2,749,498		\$ 2,877,794	\$ 2,807,174	\$ 70,620	2.5%
Salaries	100.0%	100.0%	100.0%	100.0%		
Benefits	35.6%	35.6%	35.6%	34.8%		

Hynes Charter School
Statement of Activities
Preliminary Annual Budget
2013 -2014

	July 1, 2013 through June 30, 2014
<u>Revenues and Other Support</u>	
MFP	\$ 5,309,200
NCLB	261,732
Donations	50,000
Other Income	60,132
Total Revenues and Other Support	5,681,064
 <u>Expenses</u>	
Salaries	3,123,983
Benefits	1,234,597
Child Nutrition	19,500
Custodial Services	177,652
Disposal Services	8,000
Dues and Fees	26,200
Equipment Rental	13,945
Insurance	243,410
IT Services	144,160
LEA Services	106,184
Materials and Supplies	170,687
Other Expense	6,000
Professional Services	45,700
Repair and Maintenance	14,580
Textbooks	42,000
Transportation	51,466
Travel	15,000
Utilities	238,000
Total Expenses	\$ 5,681,064
 Change in Net Assets	 -

Hynes Charter School
Statement of Activities
Preliminary Annual Budget

	Annual Budget		
	2012 -2013	2013 -2014	Variance
Revenues and Other Support			
MFP	\$ 5,057,520	\$ 5,309,200	\$ 251,680
NCLB	285,668	261,732	(23,936)
Donations	30,000	50,000	20,000
Other Income	57,687	60,132	2,445
Total Revenues and Other Support	5,430,875	5,681,064	250,189
Expenses			
Salaries	3,155,028	3,123,983	(31,045)
Benefits	1,096,373	1,234,597	138,224
Child Nutrition	18,720	19,500	780
Custodial Services	177,652	177,652	-
Disposal Services	7,920	8,000	80
Dues and Fees	20,000	26,200	6,200
Equipment Rental	13,945	13,945	-
Insurance	220,725	243,410	22,685
IT Services	118,624	144,160	25,536
LEA Services	101,150	106,184	5,034
Materials and Supplies	175,000	170,687	(4,313)
Other Expense	5,000	6,000	1,000
Professional Services	38,938	45,700	6,762
Repair and Maintenance	2,000	14,580	12,580
Textbooks	22,000	42,000	20,000
Transportation	52,800	51,466	(1,334)
Travel	1,000	15,000	14,000
Utilities	204,000	238,000	34,000
Total Expenses	5,430,875	5,681,064	\$ 250,189
Change in Net Assets	-	-	-
Net Assets, beginning of the year	2,807,174	2,835,194	
Net Assets, end of this period	\$ 2,807,174	\$ 2,835,194	
Salaries	100.0%	100.0%	
Benefits	34.8%	39.5%	

Hynes Charter School

Statement of Activities

Projected Current Year End Compared to Next Year's Preliminary Annual Budget

	Projected Year End June 30, 2013	Annual Budget 2013 -2014	Variance
<u>Revenues and Other Support</u>			
MFP	\$ 5,194,848	\$ 5,309,200	\$ 114,352
NCLB	325,719	261,732	(63,987)
Donations	71,717	50,000	(21,717)
Other Income	93,600	60,132	(33,468)
Total Revenues and Other Support	5,685,884	5,681,064	(4,820)
<u>Expenses</u>			
Salaries	3,183,609	3,123,983	(59,626)
Benefits	1,127,028	1,234,597	107,569
Child Nutrition	19,396	19,500	104
Custodial Services	177,773	177,652	(121)
Disposal Services	7,972	8,000	28
Dues and Fees	22,699	26,200	3,501
Equipment Rental	12,231	13,945	1,714
Insurance	238,407	243,410	5,003
IT Services	140,047	144,160	4,113
LEA Services	106,034	106,184	150
Materials and Supplies	143,801	170,687	26,886
Other Expense	6,907	6,000	(907)
Professional Services	53,069	45,700	(7,369)
Repair and Maintenance	20,424	14,580	(5,844)
Textbooks	40,912	42,000	1,088
Transportation	52,800	51,466	(1,334)
Travel	21,892	15,000	(6,892)
Utilities	282,863	238,000	(44,863)
Total Expenses	5,657,864	5,681,064	23,200
Change in Net Assets	28,020	-	\$ (28,020)
Net Assets, beginning of the year	2,807,174	2,835,194	
Net Assets, end of this period	\$ 2,835,194	\$ 2,835,194	
Salaries	100.0%	100.0%	
Benefits	35.4%	39.5%	

**EDWARD HYNES CHARTER SCHOOL
900 HARRISON AVENUE
NEW ORLEANS, LA. 70124**

PROPOSED DATES FOR 2013 -2014 BOARD MEETINGS

2013

JULY	29TH
AUGUST	26TH
SEPTEMBER	30TH
OCTOBER	28TH
DECEMBER	9TH

2014

JANUARY	27TH
FEBRUARY	24TH
MARCH	31ST
MAY	5TH
JUNE	9TH