



E.L. Haynes Public Charter School

Committee meeting

Date and Time

Wednesday November 8, 2023 at 12:00 PM EST

Location

Virtual

Agenda

	Purpose	Presenter	Time
I. Opening Items			12:00 PM
Opening Items			
A. Record Attendance and Guests		Norman Greene	2 m
B. Call the Meeting to Order		Norman Greene	2 m
C. Welcomes and Quick Updates		Hilary Darilek	5 m
II. Audit, Finance, and Facilities			12:09 PM
Audit, Finance, and Facilities			
A. Review AF&F Goals	Discuss	Norman Greene	10 m
<ul style="list-style-type: none">• Support Investments in Our Students - support investments in academic and wellness strategy including strategic investments using federal funds (ESSERs)			

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> • Support Investments in Our Staff - support the school's effort to develop our total compensation philosophy and outline our new teacher and staff compensation model to be implemented over multiple years. • Support Long-Term Facilities Planning - determine the feasibility of a transformative facility project that consolidates and improves our physical spaces in service of our academic vision. • Ensure Timely Budgets, Audits, and Tax Filings - review and approve annual budgets, financial audits, and tax filings to ensure that the organization is compliant with all necessary fiscal requirements. • Review Multi-year Budgets and Ensure Sustainability - review multi-year budgets and provide recommendations to ensure the long-term financial sustainability of the organization while investing in our students, facilities, and staff. 		
B.	Adopted SY2023-24 AF&F Meeting Calendar Following Wednesdays from 12:30-2PM:	FYI Justin Rydstrom	5 m
	<ul style="list-style-type: none"> • August 30, 2023 • November 1 (moved to November 8) • December 6 • January 31, 2024 • March 27 • May 1 		
C.	FY24 Fiscal Updates & KPIs	FYI Justin Rydstrom	5 m
	<p>We are projecting a stronger than budgeted financial picture as we close out Q1. We currently expect to end the year with 134 days of cash (6 more than budgeted).</p> <p>We will receive \$1.1m more in per-pupil revenue due to our enrollment (12 GenEd, 19 SpEd, 34 MLL students) and Pandemic Supplemental funding. The \$2m in OSSE charter teacher pay funding is partially offset by additional staff expenses largely in the form of one-time stipend payments. Our net income has increased \$472k as a result of these two factors.</p>		
D.	Revisit FY24 Financial Policies and Procedures Manual Final version ready for review and approval	FYI Justin Rydstrom	5 m
E.	Update on Long Term Facilities Planning & Financing	FYI Michael Hall	5 m

	Purpose	Presenter	Time
F. FY24 Budget Decisions & Additional Considerations	Discuss	Hilary Darilek	15 m

- Submitted plan to OSSE (*pending approval for total \$2.3 million*)
 - 7.6% retro payment for returning teachers (or \$5000, whichever is higher); \$5000 payment for all other returning staff; \$1000 payment for all new staff
 - Support costs associated with FY24 compensation model investments (i.e. educational aide salary scale and non-instructional staff comp)
 - Additional resources for staff awards and spring payments
- Now forecasting \$4.2MM in ERTC for FY24; initial thinking includes:
 - FY24 debt-reduction to offset one-time, unexpected revenue
 - Assist with viability of CapEx campus consolidation;
 - Will bring recommendation to next AF&F meeting

III.	Closing Items	12:54 PM
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A. Open Discussion	Discuss	Norman Greene	10 m
B. Next Meeting Date November 1 at 12:30PM	Discuss	Justin Rydstrom	2 m
C. Adjourn Meeting	Vote	Norman Greene	5 m