



# E.L. Haynes Public Charter School

## November 2023 Board Meeting

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### Date and Time

Thursday November 16, 2023 at 6:00 PM EST

### Location

E.L. Haynes Public Charter School  
4501 Kansas Avenue, NW  
High School - Think Tank  
Washington, DC 20011

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance			2 m
<b>B.</b> Call the Meeting to Order			1 m
<b>C.</b> Approve Minutes	Approve Minutes	Lisa Carlton Waller	2 m
	Approve minutes for September 2023 Board Meeting on September 5, 2023		
<b>D.</b> Public Comment	Discuss		10 m
<b>II. CEO Update</b>			<b>6:15 PM</b>

	Purpose	Presenter	Time
<b>A.</b> CEO Update	FYI	Hilary Darilek	15 m
<b>III. Governance Committee</b>			<b>6:30 PM</b>
<b>A.</b> Discuss and VOTE on LaJoy Johnson Law Board Candidacy	Vote	Roshelle Payes	5 m
<b>B.</b> SY 23-24 Board Recruitment Update and Next Steps	Discuss	Roshelle Payes	3 m
<b>IV. Community Relations Committee</b>			<b>6:38 PM</b>
<b>A.</b> Annual Fund Update	FYI	Fonda Sutton	2 m
<b>B.</b> Debrief Fall Homecoming Fundraiser	Discuss	Joe Callahan	10 m
<b>C.</b> FY24 EOY Giving Campaign	Discuss	Joe Callahan	7 m
<b>D.</b> Discuss Upcoming Campus Activities for Board Participation	FYI	Joe Callahan	1 m
<b>V. School Performance Committee</b>			<b>6:58 PM</b>
<b>A.</b> Update on Accreditation Process	Discuss	Rikki Hunt Taylor	5 m
<b>B.</b> Quarterly Data Review: BOY Assessments	Discuss	Rikki Hunt Taylor	10 m
<b>VI. Audit, Finance, and Facilities</b>			<b>7:13 PM</b>
<b>A.</b> Financial Update	Discuss	Justin Rydstrom	5 m
<b>B.</b> Audit Update	Vote	Justin Rydstrom	4 m
<b>C.</b> Facilities Planning Update	FYI	Justin Rydstrom	5 m
<b>VII. Closed Session</b>			<b>7:27 PM</b>
<b>A.</b> Personnel Discussion	Discuss	Lisa Carlton Waller	30 m
<b>VIII. Closing Items</b>			<b>7:57 PM</b>
<b>A.</b> Adjourn Meeting	Vote		3 m

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for September 2023 Board Meeting on September 5, 2023

APPROVED



# E.L. Haynes Public Charter School

## Minutes

### September 2023 Board Meeting

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#### **Date and Time**

Tuesday September 5, 2023 at 6:00 PM

#### **Location**

E.L. Haynes Public Charter School  
4501 Kansas Avenue, NW  
High School Think Tank  
Washington, DC 20011

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#### **Trustees Present**

F. Sutton, G. Navidi-Kasmai, K. Simpkins, L. Carlton Waller, L. Robinson Mills, M. Kovner, N. Greene, R. Laine, R. Payes

#### **Trustees Absent**

J. Hanna, M. Hall, T. Gibian

#### **Guests Present**

A. Brooks, B. Wagner-Friel, DiAnte McGriff, Dominique Moore, E. Hueber Stoetzer, H. Darilek, J. Callahan, J. Rydstrom, P. Rayamajhi, R. Hunt Taylor, R. Murphy, Z. Mahon-Belton

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

L. Carlton Waller called a meeting of the board of trustees of E.L. Haynes Public Charter School to order on Tuesday Sep 5, 2023 at 6:00 PM.

### C. Approve Minutes

M. Kovner made a motion to approve the minutes from May 2023 Board of Trustees Meeting on 05-16-23.

L. Robinson Mills seconded the motion.

The board **VOTED** unanimously to approve the motion.

### D. Public Comment

No guests signed up to provide comment. No one submitted written public comment.

## II. CEO Update

### A. CEO Update

Hilary Darilek's CEO update focused on a few key items:

- **Welcoming Pankaj Rayamajhi.** Hilary welcomed Pankaj Rayamajhi, E.L. Haynes' new Chief of Finance and Operations.
- **Introduced our Annual Theme.** Hilary provided an overview of the theme for the year, *THRIVE*. This theme is grounded in our mission of preparing all students to thrive in college, career, and life.
- **Enrollment Update.** Hilary provided an update on enrollment. The school is actively working to fill 1160 seats.
- **Staffing.** E.L. Haynes is not facing the same staffing challenges as other schools with the school being fully staffed (instructionally) at the beginning of the school year. 86% retention going into the 2023-2024 School Year, and new staff had an average of 7 years experience. Hilary did note a few late vacancies they were working to fill now.
- **Five-Year Review by PCSB.** Hilary noted the approaching five-year review from PCSB which will take place early in 2024.

## III. Governance Committee

### A. Conflict of Interest Policy

Joe Callahan provided an update on the role of the Conflict of Interest Policy, and had all board of trustees and senior leaders sign and return their signed Conflict of Interest Policy acknowledgements.

### B. Discuss and Vote on Recommended By-Law Edits

R. Payes made a motion to To adopt the changes to the Board of Trustees By-Laws.

M. Kovner seconded the motion.

Mark Kovner explained the changes and edits to the by-laws, including the two main changes:

1. General edits meant to clarify understanding (language, grammar, etc.)
2. The inclusion of an executive committee (made optional and requiring a vote to create).

Keylon Simpkins expressed concerns with some language, specifically Executive Committee "may" provide minutes to the board on its committee meetings. Language amended to reflect this shift.

The board **VOTED** to approve the motion.

#### **C. Discuss and Vote on SY 23-24 Staff Signature Authority**

K. Simpkins made a motion to Adopt the Resolution for Staff Signature Authority for SY 2023-2024.

R. Payes seconded the motion.

Resolution provides Hilary Darilek, Rikki Hunt Taylor, and Justin Rydstrom signature authority for the 2023-2024 School Year (9/30/23 - 10/1/2024)

The board **VOTED** unanimously to approve the motion.

#### **D. SY 23-24 Board Recruitment Update and Next Steps**

Roshelle Payes provided a brief update on recruitment. We are working to recruit a few new parents to the Board, with a specific focus on middle school families.

### **IV. Community Relations Committee**

#### **A. Annual Fund Update**

Joe Callahan and Fonda Sutton provided a brief update on the Annual Fund.

#### **B. Discuss Fall Homecoming Fundraiser**

Joe Callahan provided a brief update on the fall *Homecoming* fundraiser on October 26, and encouraged the board members on how to participate.

#### **C. Discuss Upcoming Campus Activities for Board Participation**

### **V. School Performance Committee**

#### **A. Reflecting on the SY22-23 Organizational Dashboard and Outcomes**

Richard Laine (virtual) introduced Rikki Hunt Taylor to provide key take-aways from PARCC as well as reflections on the 22-23 Dashboard and outcomes.

## **B. Presenting the 2023-2024 Organizational Dashboard and Goals**

In the 2023-2024 Dashboard, we developed new cascading goals for the organization that roll up to high-level academic goals. Through RISE, everyone should be developing goals connected to goals on the dashboard.

## **C. Discuss 2022-2023 PARCC Results**

Rikki Hunt Taylor provided key updates on our 2022-2023 PARCC Results:

- High School saw significant growth in ELA and Math
- Middle School Math (7th Grade) also saw significant growth
- Our students showed growth within bands *and* we still have a lot of work to do

## **VI. Audit, Finance, and Facilities**

### **A. Financial Update**

Justin Rydstrom provided an update on all key performance indicators for FY23 Q4.

- Days of Cash on Hand: 136
- Debt Service Coverage Ratio: 1.41
- Grants Invoiced: 100%
- Gross Margin: .2%

All of these were strong financial indicators and do not raise any concerns.

### **B. Audit Update**

Justin Rydstrom informed the board of trustees that we have begun the audit process on schedule. The Audit, Finance, and Facilities Committee will work closely alongside EdOps and our finance teams to provide all the information necessary to RSM.

### **C. Facilities Planning Update**

Justin Rydstrom provided a brief update on the Facilities Planning work that is being undertaken, the work we have done with Stoiber and Associates (Architect), as well as the beginning financing work that is taking place.

## **VII. Closed Session**

### **A. Personnel Discussion**

L. Carlton Waller made a motion to to enter into a closed session to discuss Personnel Matters in accordance with DC Code Section 2-575(b).

L. Robinson Mills seconded the motion.

The board entered into closed session to discuss Personnel Matters (specifically the CEO Evaluation).

The board **VOTED** unanimously to approve the motion.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,  
L. Carlton Waller



# Coversheet

## Adjourn Meeting

**Section:** VIII. Closing Items  
**Item:** A. Adjourn Meeting  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** November 2023 Board Meeting Deck (11.16.23) Updated.pdf

# NOVEMBER 2023 BOARD OF TRUSTEES MEETING

November 16, 2023





# Board of Trustees Meeting

November 16, 2023  
6:00 p.m. - 8:00 p.m.

## AGENDA

- **WELCOME**
- **OPENING ITEMS**
- **CEO UPDATE**
- **GOVERNANCE COMMITTEE**
- **COMMUNITY RELATIONS COMMITTEE**
- **SCHOOL PERFORMANCE COMMITTEE**
- **AUDIT, FINANCE, AND FACILITIES COMMITTEE**
- **CLOSED SESSION**



# Board of Trustees Meeting

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6:00 p.m. - 8:00 p.m.

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- CLOSED SESSION





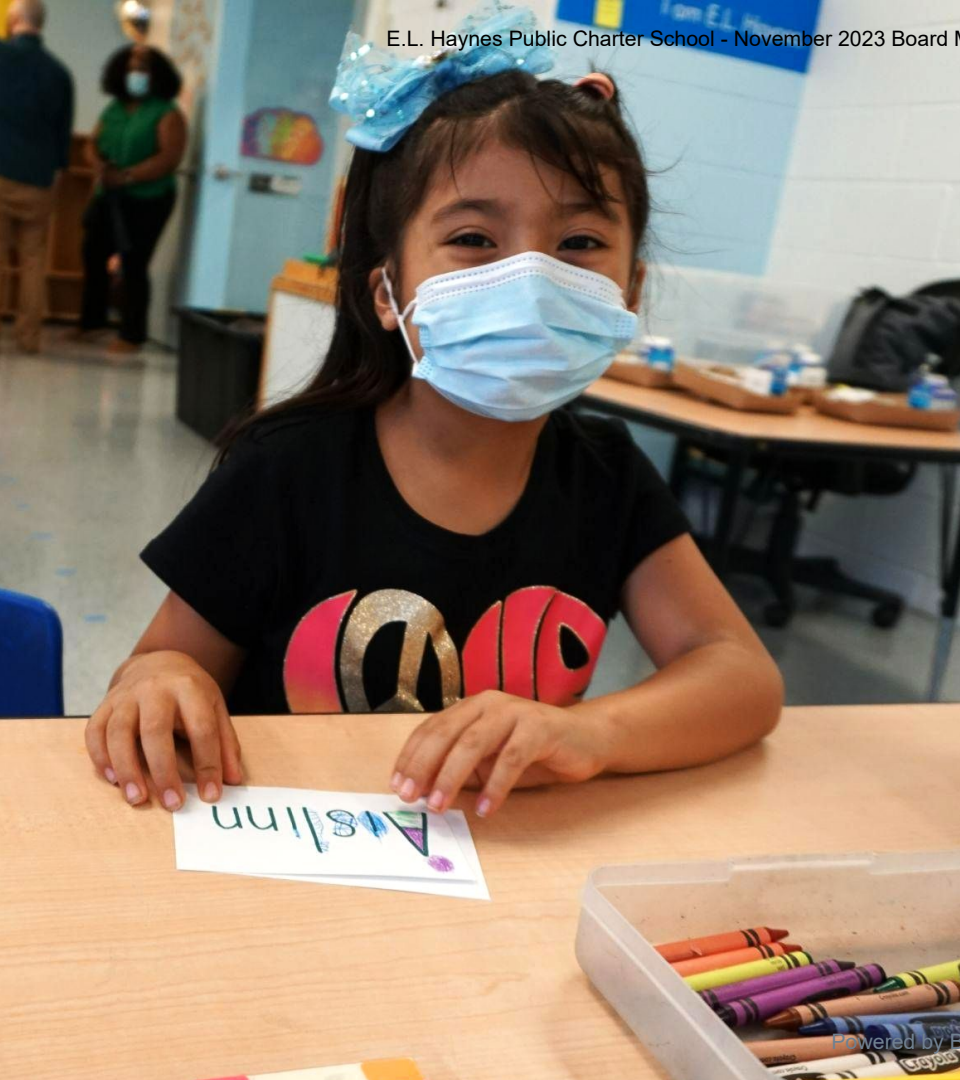
# Board of Trustees Meeting

November 16, 2023

6:00 p.m. - 8:00 p.m.

## AGENDA

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# Board of Trustees Meeting

November 16, 2023

6:00 p.m. - 8:00 p.m.

## AGENDA

- WELCOME
- OPENING ITEMS
- CEO UPDATE
- **GOVERNANCE COMMITTEE**
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# Governance Committee

# Agenda

- **Discuss and VOTE on LaJoy Johnson-Law Board of Trustee Membership**
- **Review Recruitment Needs for SY 2023-24**

# LaJoy Johnson-Law

LaJoy Johnson-Law is a Ward 8 resident with a beautiful 12-year-old daughter---Abria. Abria is a child with a disability who attends E.L. Haynes Public Charter School. LaJoy is heavily involved in the education and policy landscape in D.C. for the last decade as an education, special education, and disability advocate. She has previously served as a Board Member at AppleTree Early Learning Public Charter School. She has previously served as the President of the University of Phoenix DMV Alumni Chapter Association, co-chair on legislative policy issues and affairs for the Ward 8 Democrats, and currently serves as the Ward 8 parent member on the Thrive by Five Coordinating Council and Ward 8 Education Council. LaJoy also is a parent member of the Ward 8 Education Council and serves as a board of director member at Parents Amplifying Voices in Education, Health Services for Children with Special Needs (HSCSN), and Leaders of Color DC Alumni Board.

LaJoy is also a parent leader at E.L. Haynes Public Charter School, where Abria is enrolled in the 7th Grade. She is constantly inspired by her daughter, who was born extremely premature at 23 weeks and 1 pound 6 ounces. LaJoy believes that just like her daughter is a miracle, all of our children are miracles and deserve high-quality education so they can thrive. Motivated by her advocacy for Abria and other children like her, LaJoy has also briefly served as a classroom paraprofessional at St. Coletta Special Education Public Charter School and previously interned at the Mayor's Office on Returning Citizen Affairs (MORCA). Currently, LaJoy is the Project Coordinator at Advocates for Justice and Education (AJE) to continue her advocacy and training efforts for families who have children with disabilities. LaJoy holds an Associate's Degree in Elementary Education, a Bachelor's Degree with Honors in Psychology, a Master's Degree in Public Administration from the University of Phoenix, a Master's of Philosophy in Public Policy and Administration from Walden University, and is currently enrolled at Walden University, pursuing a Ph.D. in Public Policy and Administration.



# VOTE

To elect **LAJOY  
JOHNSON-LAW** to serve on  
the E.L. Haynes Board of  
Trustees effective  
**November 16, 2023.**

# SY 2023-2024 Board Recruitment Needs

FY24 Recruitment Needs	
<b>Current Membership</b>	12
FY24 Vacancies	3
Total Expiring Terms	1
Possible One-Year Extensions	1
Expiring First Terms	3
<b>TOTAL POSSIBLE NEEDS</b> <i>(as of 6/30/24)</i>	<b>4-8</b>

**Demonstrated Needs**

- Financial Management
- Education Expertise
- DC Government Understanding and Expertise
- Fundraising and Governance
- Parent / Family Voice - particularly one from middle school
- Neighbors (Individual or institutional)
- Latino / Latina representation

**Committee Needs**

- Chair, Audit, Finance, & Facilities Committee (23-24)
- Treasurer (23-24)
- Chair, Board of Trustees (24-25\*)

**Characteristics**

- Deep commitment to equity
- Team player
- Willing to do the work
- Understanding and commitment to our vision and strategy for the future



# Board of Trustees Meeting

September 5, 2023  
6:00 p.m. - 8:00 p.m.

## AGENDA

- WELCOME
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- CEO UPDATE
- GOVERNANCE COMMITTEE
- **COMMUNITY RELATIONS COMMITTEE**
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# Community Relations Committee

# Agenda

- **Annual Fund Update**
- **Homecoming Debrief**
- **FY24 EOY Giving Campaign**
- **Opportunities to Connect with the E.L. Haynes Community**

# Annual Fund Update

## Annual Fund Report as of 11/1/2023

Category	FY23 Raised	FY24 Goal	FY24 Raised TD	% of Goal	Delta
<b>GOVERNMENT</b>	<b>\$450,140.18</b>	\$470,000	<b>\$192,269.67</b>	40.91%	(\$277,730.33)
<b>FOUNDATIONS</b>	<b>\$264,775</b>	\$215,000	<b>\$228,000</b>	106.05%	\$13,000
<b>CORPORATIONS</b>	<b>\$12,950</b>	\$20,000	<b>\$2,500</b>	12.5%	(\$17,500)
<b>INDIVIDUALS</b>	<b>\$78,557</b>	\$75,000	<b>\$7,355</b>	9.8%	(\$67,645)
<b>SPECIAL EVENTS</b>	<b>\$17,000</b>	\$25,000	<b>\$76,770</b>	307%	\$51,770
<b>TOTAL</b>	<b>\$823,422.18</b>	<b>\$805,000</b>	<b>\$506,894.67</b>	<b>62.9%</b>	<b>(\$298,105.33)</b>

# Agenda

## Community Relations Committee

- Annual Fund Update
- **Homecoming Debrief**
- FY24 EOY Giving Campaign
- Opportunities to Connect with the E.L. Haynes Community

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## Community Relations Committee

- Annual Fund Update
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- **FY24 EOY Giving Campaign**
- Opportunities to Connect with the E.L. Haynes Community

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## Community Relations Committee

- Annual Fund Update
- Homecoming Debrief
- FY24 EOY Giving Campaign
- **Opportunities to Connect with the E.L. Haynes Community**



## Upcoming Opportunities to Engage with the E.L. Haynes Community

Opportunities with Staff		Major Events		Opportunities with Students	
Date	Detail	Date	Detail	Date	Detail
12/06	Holiday Staff Event	11/20 - 12/31	EOY Giving Campaign	Wednesdays, 8:40 - 9:05 a.m.	ES All School Meetings
		12/02	EdFest (PK3-8)		
		12/09	EdFest (9-12)		
				<u><a href="#">Fall sports MS / HS schedule</a></u>	



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# School Performance Committee

# Agenda

- **MSA UPDATES**
- **QUARTERLY DATA REVIEW**

# School Performance Committee

# Agenda

- MSA UPDATES
- **QUARTERLY DATA REVIEW**

# Progress (ELA)

- Beginning of Year **Elementary Reading Scores increase from 46% of students on grade level to 52% on grade level**; Improvements seen across almost all grades and student subgroups
- **Beginning of Year Reading (ES/MS) scores see modest 3 percentage point improvement** for students reaching target for most subgroups
- **ES K-2 scores on track to hit EOY Achievement Goals** assuming similar growth from SY22-23
- **Quarter 1 interim assessment scores see an improvement from last year**, with 16% of students reaching the target during this time last year to 26% reaching the target in ES
  - Most grades showing improvement from last year's quarter 1 scores
  - Grades 5 and 8 met target

# Progress (Math)

- Quarterly Interim Assessment Scores show **students who met the target increase across schools**
  - **ES:** 22% of students reaching the target SY22-23 to 33% of students reaching the target this year.
  - **HS:** 5% of students reaching target to 28%
  - **MS:** Algebra 1 is a brightspot with 33% of students reaching target
- Beginning of Year **Math scores see 2 percentage point improvement of students at target**; results vary significantly between grades and subgroups
  - Compared to reading, Math shows fewer students at Mid+ but also fewer students 3-grade levels or more behind

# Progress (Attendance)

- **All schools are on track** to meet or exceed In Seat Attendance goals
- Attendance at 90% **gap from average is reducing for IEP and At-Risk Students**

# Challenges

- **Attendance at 90% gap from average is reducing for IEP and At-Risk Students, however, increasing for Black students.** Improvements still trail our EOY goal of 5% reduction of gap EOY.
- **HS Beginning of Year Reading scores fall across grades in HS,** with the largest drops occurring for IEP, MLL, and At Risk students; Student scores at lowest proficiency increase. HS Quarterly Interim Assessment in Reading show drop of 4 percentage points (39% to 35%).
- **MS ELA Beginning of the Year Reading scores show students 3-grade levels behind or more increase;** pushing overall students 3-grade levels behind to over 50%.
- **Students with IEPs and MLL students continue to score far below their peers** in ELA and Math.



# Where is there Still Work to Do?

- **We are making gains in ES reading, however we want to be able to make sure all of our students are reading on grade level.**
  - We need to ensure that we are supporting our students who are in small reading groups appropriately AND efficiently
  - We need to ensure students have more “at bats” at reading and feeling successful as readers
  - 50% of our students continue to read 3 grade levels behind. We need to ensure T1 and T2 are great.
  - As students must be able to transition from learning to read to reading to learn after third grade, we will continue to require support for our struggling readers
- **We need to think deeply about math instruction across all three campuses.**
  - We need to ensure that we are using data to drive instruction in small groups
  - We need to make sure that all adults in classrooms are using instruction
  - We need to ensure that we are providing teachers with phenomenal math instruction by prioritizing professional development for all teachers.
- **We must utilize the technology we have available to provide personalized learning pathways for students.**
  - Utilizing blended learning programs
  - Finding other avenues for personalized learning and provide students time to explore them.



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# **SY 2023-24**

# **AF&F Calendar**

## **Adopted**

# SY2023-2024 Committee Calendar

<b>Date</b> (Wednesdays 12:30-2PM)	<b>Key Topics/Actions</b>
<b>November 1</b>	Review first quarter financials (through September 30); adopt Financial Policies and Procedures Manual; discuss ERTC strategy for FY23
<b>December 6</b>	Review draft FY23 audit, budgeting process, and initial strategy; present long-term facilities financing proforma and affordability study
<b>January 31, 2024</b>	Review mid year financials (through December 31)
<b>March 27</b>	Presentation of detailed draft budget to finance committee with discussion and feedback
<b>May 1</b>	Presentation of updated budget to finance committee (with open invite to all BoT members); AF&F vote on motion for approval by full Board

# FY24

# Fiscal Updates

## Q1 Financials

# FY24 Fiscal Updates - Q1 Financials

- 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).
- 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.

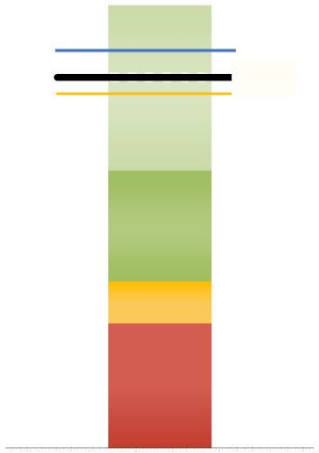
# Q1 KPIs & FY24 Forecast Changes

**November 1, 2023**

# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

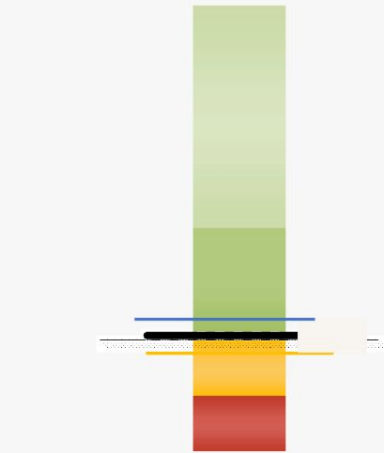


**134 DAYS OF CASH AT YEAR'S END**

The school will end the year with 134 days of cash. This is 6 days above the budget.

## Gross Margin

Revenue less expenses, divided by revenue

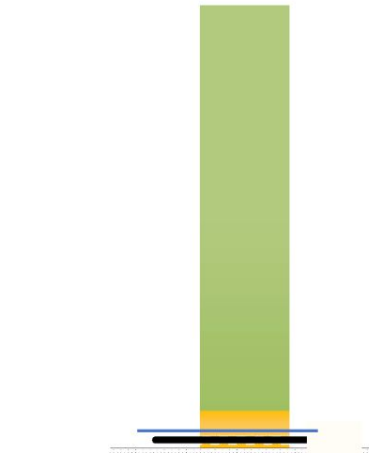


**0.4% GROSS MARGIN**

The forecasted net income is \$41k, which is \$472k above the budget. It yields a 0.4% gross margin.

## Grants Invoiced

Federal grants requested divided by federal grants awarded.

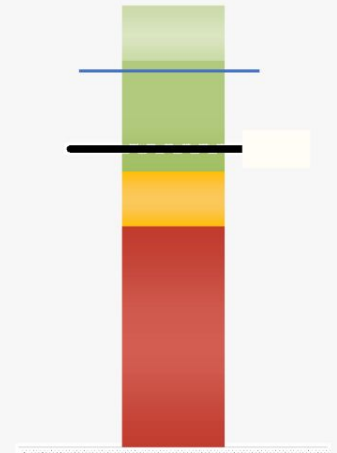


**2% GRANTS INVOICED**

The majority of drawdowns will occur after the FY24 grants are approved.

## DSCR

Amount of cash flow available to meet annual interest and principal payments on debt



**DSCR IS 1.35**












Debt Service Coverage Ratio is defined by the school's bank covenants.

— FY23 Q1



# Per-Pupil Revenue

## \$1.07m More Per-Pupil Funding Than Expected

	Current Forecast	SY23-24 Budget	Difference	Financial Gain / (Loss)
<b>Grade-Level</b>	<b>1172</b>	<b>1160</b>	<b>12</b>	 179k
<b>Special Education</b>	<b>240</b>	<b>221</b>	<b>19</b>	 605k
Level 1	83	60	23	 291k
Level 2	93	116	-23	 -360k
Level 3	46	34	12	 308k
Level 4	18	11	7	 319k
Compliance	240	221	19	 47k
<b>LEP/NEP</b>	<b>414</b>	<b>380</b>	<b>34</b>	 352k
<b>At-Risk</b>	<b>495</b>	<b>530</b>	<b>-35</b>	 -106k
<b>Residential</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Facilities</b>	<b>1172</b>	<b>1160</b>	<b>12</b>	 44k
<b>Total</b>	<b>1172</b>	<b>1160</b>	<b>12</b>	 1.1m



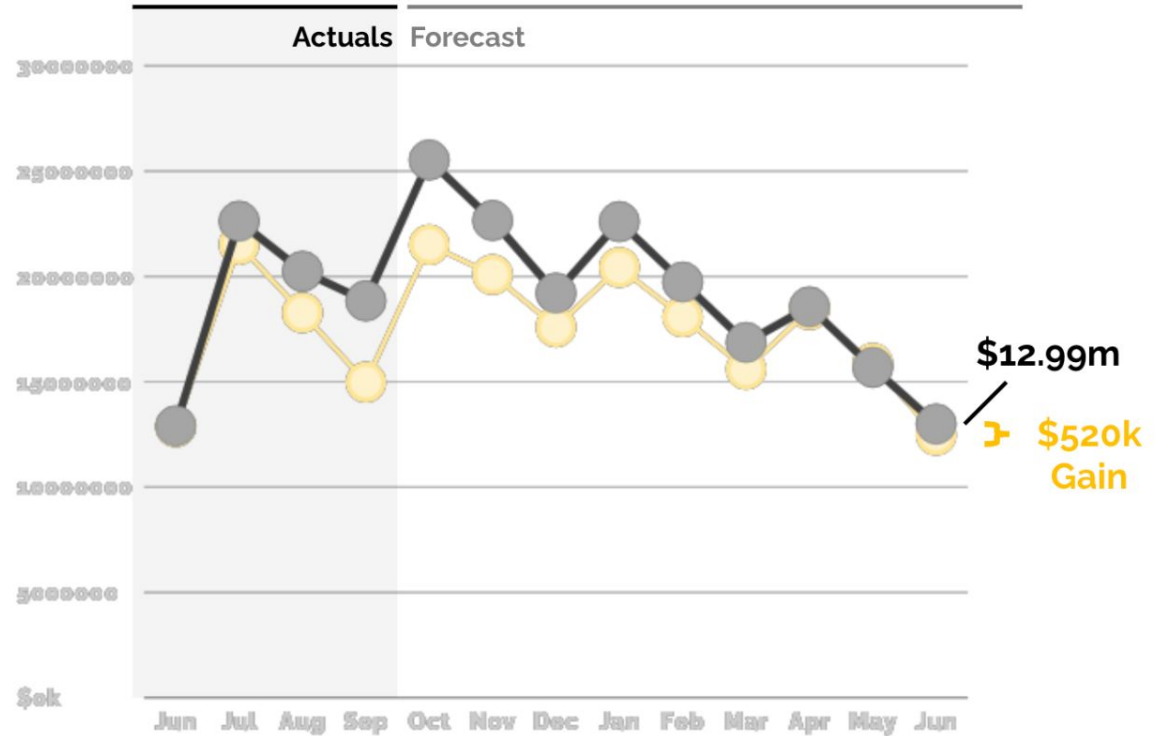
# Forecast Overview

	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$39.6m	\$37.1m	\$2.5m		Enrollment increases and OSSE charter teacher pay funding
Expenses	\$39.6m	\$37.6m	-\$2m		OSSE charter teacher pay funding offsets
<b>Net Income</b>	<b>\$41k</b>	<b>-\$431k</b>	<b>\$472k</b>		
Cash Flow Adjustments	\$45k	\$45k	0.42		
<b>Change in Cash</b>	<b>\$85k</b>	<b>-\$387k</b>	<b>\$472k</b>		

# Cash Forecast

## 134 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$13m**, **\$520k** above budget.



# FY24 Financial Policies and Procedures Manual

# FY23 Financial Policies and Procedures Manual

In partnership with EdOps, the CEO and CFO have thoroughly reviewed and updated the Financial Policies and Procedures Manual for E.L. Haynes.



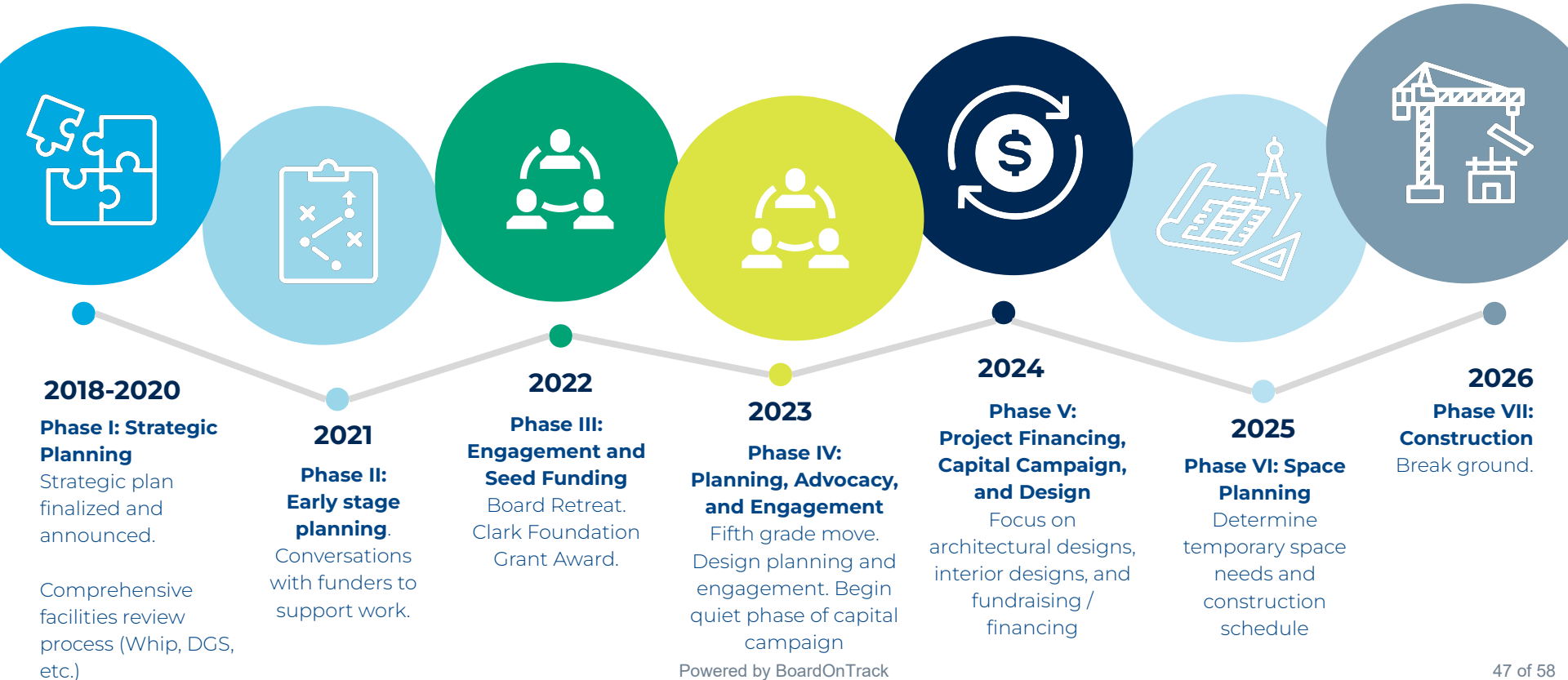
**E.L. HAYNES PUBLIC CHARTER SCHOOL**

***FINANCIAL POLICIES AND PROCEDURES***

# Long-Term Facilities Planning

# Long-Term Facilities Timeline

Where we have been and Where we are going



# Planning, Advocacy and Engagement

## 2023-24 Priority Updates

- **PHASE I: Schematic Design** (August 2023 through December 2023)
  - **Key Outcome:** Schematic design and building massing
  - **Key Decisions:** Big decisions about space allocation, what you want to keep in the project.
  - **Launch Small Planning and Design Team** (late-October). Led by JR and JC. Launch a small team of staff, board, and families to engage in key questions around the building design process. Meeting every-other Month, this team will collect all of the input from our engagement process and make key recommendations to the larger planning team (architects, AG, JR, JC, HD, RHT).
- **PHASE II: Design Development** (January 2024 through June 2024)
  - **Key Outcomes:** Detailed floor plans and layout incorporating feedback and design details
  - **Key Decisions:** Decisions will include things like finishes, furnishings, materials, light fixtures, etc.
  - **Proposed Engagement Processes.** Because of the amount of information being presented and the detailed levels of questions, it would be most effective to handle engagement in small groups.
- **PHASE III: Construction Documents** (July 2024 through January 2025)
  - **Key Outcomes:** 50% review set; 90-95% review set (construction-level detail).
  - **Proposed Engagement Process:**
    - **ANC and Immediate Neighbors.** Attend ANC meetings and/or host community meetings at ELH to provide opportunities to engage with neighbors as we prepare for permit submissions and start to make decisions locking in construction details
    - **Planning and Design Team (3-4 meetings).** Review plans with architects, and prepare any additional engagement questions for the larger community. Review take-aways and responses and make recommendations. **Planning and design team will shift to supporting Transition Space Planning and engagement.**



# Open Discussion

# Open Discussion and Questions?

# Detailed Q1 Financials July-Sept. 2023

	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
<b>Revenue</b>							
Per-Pupil Funding Revenue	7,923,517	7,868,939	54,577	32,618,051	31,286,484	1,331,568	24,694,534
Other Local Revenue	2,065,066	36,307	2,028,758	2,270,303	259,577	2,010,726	205,237
Federal Revenue	765,244	53,809	711,435	3,845,066	4,416,286	(571,220)	3,079,821
Private Grants and Donations	217,340	250,016	(32,676)	600,065	1,000,065	(400,000)	382,725
Earned Fees	124,171	30,347	93,824	276,914	176,914	100,000	152,743
Donated Revenue	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>11,095,337</b>	<b>8,239,419</b>	<b>2,855,918</b>	<b>39,610,398</b>	<b>37,139,325</b>	<b>2,471,073</b>	<b>28,515,061</b>
<b>Expenses</b>							
Salaries	4,837,374	4,370,593	(466,781)	21,382,868	19,865,374	(1,517,494)	16,545,493
Benefits and Taxes	1,285,009	1,284,921	(88)	5,436,065	5,324,283	(111,782)	4,151,057
Contracted Staff	166,877	247,445	80,568	1,202,522	1,202,522	(0)	1,035,645
Staff-Related Costs	94,790	124,161	29,372	442,119	342,119	(100,000)	347,329
Rent	8,353	25,000	16,647	100,000	100,000	0	91,647
Occupancy Service	504,753	430,066	(74,687)	1,601,654	1,720,263	118,609	1,096,901
Direct Student Expense	826,894	661,740	(165,153)	3,082,156	2,903,838	(178,318)	2,255,262
Office & Business Expense	753,583	727,539	(26,045)	2,985,684	2,875,684	(110,000)	2,232,101
Interest	332,806	324,851	(7,954)	1,375,760	1,275,760	(100,000)	1,042,955
Depreciation and Amortization	497,520	490,215	(7,305)	1,960,862	1,960,862	(0)	1,463,342
<b>Total Expenses</b>	<b>9,307,958</b>	<b>8,686,532</b>	<b>(621,427)</b>	<b>39,569,690</b>	<b>37,570,706</b>	<b>(1,998,984)</b>	<b>30,261,732</b>
<b>Net Income</b>	<b>1,787,379</b>	<b>(447,113)</b>	<b>2,234,492</b>	<b>40,708</b>	<b>(431,381)</b>	<b>472,089</b>	<b>(1,746,671)</b>
<b>Cash Flow Adjustments</b>	<b>4,149,793</b>	<b>2,570,395</b>	<b>1,579,398</b>	<b>44,584</b>	<b>44,584</b>	<b>0</b>	<b>(4,105,209)</b>
<b>Change in Cash</b>	<b>5,937,172</b>	<b>2,123,283</b>	<b>3,813,889</b>	<b>85,292</b>	<b>(386,798)</b>	<b>472,089</b>	<b>(5,851,880)</b>

① REVENUE: \$2.5M AHEAD

② EXPENSES: \$2M BEHIND

③ NET INCOME: \$472K ahead

④ CASH ADJ: \$0K AHEAD

⑤ NET CHANGE IN CASH: \$472K AHEAD

E.L. Haynes Public Charter School - November 2023 Board Meeting - Agenda - Thursday November 16, 2023 at 6:00 PM

Income Statement	Actual Jul	Actual Aug	Actual Sep	Forecast Oct	Forecast Nov	Forecast Dec	Forecast Jan	Forecast Feb	Forecast Mar	Forecast Apr	Forecast May	Forecast Jun	TOTAL
<b>Revenue</b>													
Per-Pupil Funding Revenue	2,754,273	2,584,622	2,584,622	3,019,426	2,697,708	2,697,708	2,743,676	2,697,708	2,697,708	2,745,186	2,697,708	2,697,708	32,618,051
Other Local Revenue	21,740	10,717	2,032,608	22,804	22,804	22,804	22,804	22,804	22,804	22,804	22,804	22,804	2,270,303
Federal Revenue	33,339	1,191	730,714	342,202	342,202	342,202	342,202	342,202	342,202	342,202	342,202	342,202	3,845,066
Private Grants and Donations	211,280	780	5,280	20,303	20,303	20,303	20,303	20,303	20,303	20,303	20,303	220,303	600,065
Earned Fees	48,439	34,875	40,856	16,971	16,971	16,971	16,971	16,971	16,971	16,971	16,971	16,971	276,914
<b>Total Revenue</b>	<b>3,069,072</b>	<b>2,632,185</b>	<b>5,394,080</b>	<b>3,421,707</b>	<b>3,099,988</b>	<b>3,099,988</b>	<b>3,145,956</b>	<b>3,099,988</b>	<b>3,099,988</b>	<b>3,147,466</b>	<b>3,099,988</b>	<b>3,299,988</b>	<b>39,610,398</b>
<b>Expenses</b>													
Salaries	1,485,804	1,554,494	1,797,076	1,677,933	1,667,745	2,201,514	1,667,745	1,667,745	1,667,745	2,635,514	1,667,745	1,691,807	21,382,868
Benefits and Taxes	445,152	290,099	549,758	448,505	447,697	490,024	447,697	447,697	447,697	524,440	447,697	449,605	5,436,065
Contracted Staff	34,619	23,025	109,233	115,072	115,072	115,072	115,072	115,072	115,072	115,072	115,072	115,072	1,202,522
Staff-Related Costs	27,472	50,995	16,323	38,592	38,592	38,592	38,592	38,592	38,592	38,592	38,592	38,592	442,119
Rent	2,605	2,605	3,143	10,183	10,183	10,183	10,183	10,183	10,183	10,183	10,183	10,183	100,000
Occupancy Service	145,423	205,215	154,114	121,878	121,878	121,878	121,878	121,878	121,878	121,878	121,878	121,878	1,601,654
Direct Student Expense	238,572	319,948	268,374	250,585	250,585	250,585	250,585	250,585	250,585	250,585	250,585	250,585	3,082,156
Office & Business Expense	293,721	196,688	263,175	248,011	248,011	248,011	248,011	248,011	248,011	248,011	248,011	248,011	2,985,684
Interest	107,920	113,237	111,649	115,884	115,884	115,884	115,884	115,884	115,884	115,884	115,884	115,884	1,375,760
Depreciation and Amortization	165,553	166,150	165,817	162,594	162,594	162,594	162,594	162,594	162,594	162,594	162,594	162,594	1,960,862
Total Ordinary Expenses	2,946,841	2,922,455	3,438,662	3,189,235	3,178,240	3,754,336	3,178,240	3,178,240	3,178,240	4,222,752	3,178,240	3,204,210	39,569,690
<b>Total Expenses</b>	<b>2,946,841</b>	<b>2,922,455</b>	<b>3,438,662</b>	<b>3,189,235</b>	<b>3,178,240</b>	<b>3,754,336</b>	<b>3,178,240</b>	<b>3,178,240</b>	<b>3,178,240</b>	<b>4,222,752</b>	<b>3,178,240</b>	<b>3,204,210</b>	<b>39,569,690</b>
<b>Net Income</b>	<b>122,232</b>	<b>-290,271</b>	<b>1,955,418</b>	<b>232,472</b>	<b>-78,251</b>	<b>-654,348</b>	<b>-32,283</b>	<b>-78,251</b>	<b>-78,251</b>	<b>-1,075,285</b>	<b>-78,251</b>	<b>95,779</b>	<b>40,708</b>
Cash Flow Adjustments	9,595,507	-2,086,871	-3,358,843	6,453,674	-2,792,686	-2,792,686	3,424,421	-2,792,686	-2,792,686	2,772,815	-2,792,686	-2,792,686	44,584
<b>Change in Cash</b>	<b>9,717,738</b>	<b>-2,377,142</b>	<b>-1,403,425</b>	<b>6,686,146</b>	<b>-2,870,938</b>	<b>-3,447,034</b>	<b>3,392,138</b>	<b>-2,870,938</b>	<b>-2,870,938</b>	<b>1,697,530</b>	<b>-2,870,938</b>	<b>-2,696,908</b>	<b>85,292</b>
Ending Cash	22,622,820	20,245,678	18,842,253	25,528,399	22,657,461	19,210,427	22,602,565	19,731,627	16,860,689	18,558,219	15,687,281	12,990,373	

**Assets**

Current Assets

Cash	12,905,082	18,842,253	12,990,373
Accounts Receivable	3,099,651	1,031,398	3,099,651
Other Current Assets	194,509	271,705	194,509
<b>Total Current Assets</b>	<b>16,199,242</b>	<b>20,145,356</b>	<b>16,284,534</b>

**Noncurrent Assets**

Facilities, Net	28,881,545	28,602,997	27,970,479
Operating Fixed Assets, Net	1,052,200	958,747	1,134,274
<b>Total Noncurrent Assets</b>	<b>29,933,746</b>	<b>29,561,744</b>	<b>29,104,753</b>

<b>Total Assets</b>	<b>46,132,987</b>	<b>49,707,100</b>	<b>45,389,287</b>
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**Liabilities and Equity**

**Liabilities**

Current Liabilities

Accounts Payable	1,438,268	275,464	1,438,268
Other Current Liabilities	1,329,966	4,524,359	1,373,638
Accrued Salaries and Benefits	402,153	402,153	402,153
<b>Total Current Liabilities</b>	<b>3,170,388</b>	<b>5,201,977</b>	<b>3,214,059</b>

Long-Term Liabilities

Senior Debt	15,106,000	14,802,000	13,874,000
Subdebt	14,110,217	14,155,262	14,451,835
Other Long-Term Liabilities	-1,487,441	-1,473,341	-1,425,139
<b>Total Long-Term Liabilities</b>	<b>27,728,776</b>	<b>27,483,921</b>	<b>26,900,696</b>

<b>Total Liabilities</b>	<b>30,899,164</b>	<b>32,685,898</b>	<b>30,114,756</b>
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**Equity**

Unrestricted Net Assets	14,896,830	15,233,823	15,233,823
Net Income	336,993	1,787,379	40,708

<b>Total Equity</b>	<b>15,233,823</b>	<b>17,021,202</b>	<b>15,274,531</b>
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<b>Total Liabilities and Equity</b>	<b>46,132,987</b>	<b>49,707,100</b>	<b>45,389,287</b>
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# Board of Trustees Meeting

September 5, 2023  
6:00 p.m. - 8:00 p.m.

## AGENDA

- WELCOME
- OPENING ITEMS
- CEO UPDATE
- GOVERNANCE COMMITTEE
- COMMUNITY RELATIONS COMMITTEE
- SCHOOL PERFORMANCE COMMITTEE
- AUDIT, FINANCE, AND FACILITIES COMMITTEE
- **CLOSED SESSION**



**This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov).**

**Be Kind.**  
**Work Hard.**  
**Get Smart.**