APPROVED

E.L. Haynes Public Charter School

Minutes

AF&F Committee Meeting

February

Date and Time
Thursday February 2, 2023 at 2:00 PM

Location
Via Zoom

Committee Members Present
J. Hanna (remote), L. Robinson Mills (remote), M. Hall (remote), N. Greene (remote), R. Laine (remote)

Committee Members Absent
None

Non Voting Members Present
H. Darilek (remote)

Guests Present
C. Baker (remote), J. Rydstrom (remote)

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

N. Greene called a meeting of the Audit, Finance, and Facilities Committee of E.L. Haynes Public Charter School to order on Thursday Feb 2, 2023 at 2:04 PM.

C. Approve November Minutes

M. Hall made a motion to approve the minutes from AF&F Committee Meeting on 11-14-22.
R. Laine seconded the motion.
Revised minutes to include the following addition under section D. FY23Financial Policies and Procedures Manual: After discussion, it was the decision of the committee not to revise the FY23 budget midyear since there was no significant enrollment variances from the approved budget. Moving forward, AF&F will use the guidance in Section 3 - Budgeting to determine any need for a midyear revision.
The committee **VOTED** unanimously to approve the motion.

II. Audit, Finance, and Facilities

A. Review Q2 Financials for FY23

Justin presented key performance indicators through the second quarter with comparisons to first quarter. Overall, our expenses remain relatively the same and in-line with budget. Our debt service coverage ratio is currently at 1.4. Salaries, contracted staffing, and direct student expenses are currently running over budget.

B. Compensation Model Updates

Hilary presented updates to this year's compensation model work, specifically around three priorities:

- Transparent compensation structure for 12-month and non-instructional staff
- Codify E.L. Haynes' total investment in staff
- Create guidance for flexible/hybrid work policies

C. Revisit FY23 Financial Policies and Procedures Manual

J. Hanna and L. Robinson agreed to review the document and make recommendations to the committee and staff as needed.

D. FY24+ CONFIDENTIAL Fiscal Updates

Focused on a multiyear strategy with the end of federal ESSER funding by FY25 ($2.2MM annually).

E. Long Term Facilities Planning

Justin and M. Hall shared updates on the current phase's planning, advocacy and engagement work, including the move of fifth grade from Georgia Ave. to Kansas Ave.

campus in SY23-24. M. Hall will represent AF&F Committee on regularly biweekly (every other week) facility meetings and help with selection of the architects.

III. Closing Items

A. Open Discussion

B. Next Meeting Date

March 27 at 2pm (instead of previously scheduled April 3). Please reply to calendar invite if you are unable to attend.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:34 PM.

Respectfully Submitted,
J. Rydstrom