

 ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.	BOARD MEETING MINUTES: ASPIRA OF DELAWARE CHARTER OPERATIONS INC. (ADCO)
	DATE: 8/25/2016 LOCATION: Conference Room Las Americas ASPIRA Academy (LAAA) Charter School 326 Ruthar Drive, Newark DE 19711-8017
Directors Present: Lourdes Puig (Chair), Jim Coyne, Dr. Jose-Luis Riera, Nancy Labanda, Alex Fajardo, Kathleen Chappel, Donald Patton Directors Absent: Jorge Diaz, Milton Delgado, Dusty Blakey Others Present: Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Beth Anne Gluck (Asst. HOS), Jesus Urdiales (Asst. HOS)	
Future Meetings Dates: 9/22/2016; 10/27/2016	

Executive Session

Patton moved for executive session at 5:00PM to discuss personnel matters. Coyne seconded the motion and the meeting moved into executive session by unanimous vote of the Board.
The Board moved out of executive session by unanimous vote at 6:00PM.

Greeting of Parents

The Board directors participated in welcoming parents and students who came to the school’s “Welcome to LAAA Night.”

Call to Order

Lourdes Puig (Chair), called the public session to order at 6:20PM, noting that a quorum was present.

Public Comment:

No public comments were made.

Approval of Agenda and Minutes

The August 23, 2016 agenda and meeting minutes for June 23, 2016 and July 28, 2016 were presented and reviewed. Fajardo moved to accept the August agenda as presented, Coyne seconded the motion and the August agenda was approved by unanimous vote of the Board. Coyne noted a needed correction in the June meeting minutes. Riera moved to accept June and July meeting minutes as corrected. Patton seconded the motion and the June and July meeting minutes were approved by unanimous vote of the Board.

Operations Committee *as reported by Greg Panchisin*

Panchisin informed that New Castle County approved the school’s tax exempt status and received reimbursement. There are no potential fees and/or penalties pending.

Panchisin provided update on construction. Application for permit has been submitted to the County and is being reviewed for approval. Site plan and record plan are pending. DeIDOT process is to commence at the appropriate time. Panchisin is to meet with contractors to get update on status of all permitting.

Finance Committee Reports (FOC) *as reported by Greg Panchisin (Business Manager)*

Panchisin presented and led discussion regarding the June financial report. The full report will be available on the FOC portion of www.aspiracademy.org. Coyne moved to approve the June financial report. Fajardo seconded the motion and the June financial report was approved by unanimous vote of the Board.

Panchisin presented and led discussion regarding the July report financial report. The full report will be available on the FOC portion of www.aspiracademy.org. Patton moved to approve the July financial report. Chappel seconded the motion and the July financial report was approved by unanimous vote of the Board.

Panchisin presented and led discussion regarding the preliminary budget for Fiscal Year 2017. The full preliminary budget will be available on the FOC portion of www.aspiracademy.org. Chappel moved to approve the preliminary budget. Patton seconded the motion and the preliminary budget for Fiscal Year 2017 was approved by unanimous vote of the Board.

Development Committee Update *as reported by Margie Lopez-Waite (Head of School)*

Lopez-Waite and Lynn Henshaw met to discuss annual give letter. Lopez-Waite met with PTO to discuss fundraising. Lynn Henshaw will attend September meeting to provide update.

Head of School Report *as reported by Margie Lopez-Waite (Head of School)*

Lopez-Waite presented and led discussion regarding Whistleblower Policy. Patton moved to approve and adopt Whistleblower Policy as presented. Riera seconded the motion and the Whistleblower Policy was approved for adoption by unanimous vote of the Board.

Lopez-Waite presented and led discussion regarding Suicide Prevention Policy. Riera moved to approve and adopt Suicide Prevention Policy as presented. Patton seconded the motion and the Suicide Prevention Policy was approved for adoption by unanimous vote of the Board.

Lopez-Waite informed that all “Back to School” events were well attended.

Lopez-Waite provided update on enrolment and staffing. Discussion followed.

Riera moved to approve personnel goals recommendation presented during executive session. Fajardo seconded and the recommendation was approved by unanimous vote of the Board.

Academic Excellence Committee (AEC) *as reported by Margie Lopez-Waite (Head of School)*

Lopez-Waite informed that the AEC met to develop strategic plan for the school year based on four pillars: increased teacher effectiveness, mastering learning, data-driven decisions and culture and climate.

Old Business

Patton provided an update on strategic planning regarding potential expansion of school to twelve grades. Patton advised that options are too many and not certain enough to provide details at this moment.

New Business

Puig informed that charter school board training will be provided through the Charter School Network at no cost (date to be determined).

Puig informed of former secretary, Laznik’s resignation. Fajardo will assume secretary duties until replacement is found. Riera appointed as vice chair. Candidates have been recommended for treasurer position.

Adjourn The meeting adjourned by unanimous consent at 7:40PM.