



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

**BOARD MEETING MINUTES: ASPIRA OF DELAWARE CHARTER OPERATIONS INC. (ADCO)**

**DATE:** 10/23/2014

**LOCATION:** Conference Room  
Las Americas ASPIRA Academy (LAAA) Charter School  
326 Ruthar Drive, Newark DE 19711-8017

**Directors Present:** Lourdes Puig (Chair), John Laznik, Lilia Meredith, Jim Coyne, Jamie “Gus” Rivera (Vice-Chair), Jorge Diaz

**Directors Absent:** EJ Bliey, Dr. Jose-Luis Riera

**Others Present:** Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Jennifer French (Development Manager), Beth Anne Gluck (Dean of Instruction)

**Future Meetings Dates: 11/23, 12/18**

**Call to Order**

Lourdes Puig (Chair), called the public session to order at 7:00PM

**Public Comment:** None

**Approval of Agenda and Minutes**

Agenda for October 23, 2014 and September 25, 2014 meeting minutes were presented and reviewed. Diaz presented a motion to accept the agenda and minutes as presented. Coyne seconded the motion and the motion to approve the agenda and minutes were approved by unanimous vote of the Board.

**Development Committee** *as reported by Jennifer French (Development Manager)*

Jennifer went through a presentation and explained her accomplishments to date and some of her ideas moving forward.

- ABC of development (Athletic/Academic / Brand building / Capital Campaign)
- Academic – actual community collaborations have occurred already, potential UD collaboration
- Brand building – Charity and community outreach have been taking place since hiring
- Capital campaign – soft launch Hispanic Heritage night, on website 12/1 and full public 12/19

Jennifer has been attending Newark Rotary Club meetings on Thursday mornings for community outreach. November 8<sup>th</sup> at Newark Country Club there will be a Rock & Roll 5K  
Jennifer was tasked by the board to investigate donation software options.

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

Greg reviewed the September monthly financial report. Actual to budget remains favorable. Several questions were raised and answered. The full report will be available on the FOC portion of [www.aspiraacademy.org](http://www.aspiraacademy.org).  
A motion by Rivera, seconded by Meredith that the ADCO Board accept the September 2014 Monthly Financial Report. Final resolution was unanimous.

**Head of School Report** as reported by Beth Anne Gluck (Dean of Instruction)

**Admission Procedure (Board Approval Required)**

- Changes required to be compliant with new timeline mandated by law for open application period for all choice schools/programs

A motion by Rivera, seconded by Meredith that the ADCO Board accept the submitted timeline changes as mandated by state code. Final resolution was unanimous.

**The Open Application Period for the 2015-2016 School Year starts November 3, 2014 and ends at 4pm on January 14, 2015.**

**Charter Renewal Update**

- Public hearing completed on October 6<sup>th</sup>
- 24 people in attendance for LAAA / 15 people made statements in support of LAAA
- Initial Charter School Accountability Committee (CSAC) meeting held on October 13<sup>th</sup>
- 4 people attended (Margie, Greg, Beth Anne and Lourdes)
- Initial report issued on October 22<sup>nd</sup> with no findings/concerns noted to warrant a “Does Not Meet Standard” rating for any sections of our application
- Next Steps
- LAAA response to initial report due by November 7<sup>th</sup>
- Final CSAC meeting on November 12<sup>th</sup>
- Public Hearing #2 on December 9<sup>th</sup>
- State Board of Education meeting on December 18<sup>th</sup>

**Enrollment** 541 students as of September 30<sup>th</sup> count

**Team Changes**

- Sra. Judith Pinto (3<sup>rd</sup> grade Spanish Immersion Teacher) resigned as of 10/22/14
- Hired Jesus Urdiales and reassigned Sade Urquhart to fill position

**Committee Updates**

Operations Committee as reported by Gus Rivera

- Phase 3 is moving forward on time
- Mandatory pre-bid meeting with take place at school at 1:00PM on November 10<sup>th</sup>.

Academic Committee

- None

Financial Committee

- Waiting on appraisal report (November 12<sup>th</sup>) to move forward with conventional financing

**New Business**

Board Nominations A motion by Coyne, seconded by Diaz that the ADCO Board accept the nomination of John Laznik as a Community-at-Large director for a term of one year (10/23/14 – 10/22/15)

*THE BOARD WANTED TO THANK LILIA MEREDITH AND EJ BLIEY FOR THEIR NUMEROUS YEARS OF SERVICE ON THE BOARD AND THEIR DEDICATION AND DEVOTION TO ALL THE ASPIRANTES AT LAAA.*

**Adjourn** The meeting adjourned by unanimous consent at 9:00PM.