



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

**DATE:** 10/26/2017

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

**Directors Present:** Dr. Lourdes Puig, Dr. Jose-Luis Riera, Nancy Labanda, Kathleen Chappel, Luis Santiago, Donald Patton, Younes Haboussi, Fred West

**Others Present:** Margie Lopez Waite (Head of School), Greg Panchisin (Chief Operating Officer)

**Absent:** Alex Fajardo

**Future Meeting Date:** 11/16/2017

**Call to Order**

Puig called the regular meeting to order at 5:08 PM, noting that there was quorum. Chappel did not attend executive session.

**Move to Executive Session**

Patton moved to enter executive session, Haboussi Seconded and the Board Entered Executive Session by unanimous vote.

**End of Executive Session**

West moved to return to public meeting at 6:04 pm, Santiago seconded and the Board entered public meeting by unanimous vote.

**Action as discussed in Executive Session**

Patton moved to approve high school expansion exploration phase and Santiago seconded the motion and the school expansion exploration phase was approved by unanimous vote of the Board.

Puig presented submission of Crystal Mayfield as new parent representative and Serah Jo Pesce as new Director-Elected Director. Both were elected by unanimous vote of the Board.

**Public Comment**

A parent was present to comment on parent representative for board but no comment was provided since new parent representative was elected prior to public comment

**New Business**

Audit results presented by external auditor.

Patton left meeting 6:25pm

**Approval of Agenda and Minutes**

Riera moved to approve October agenda and September minutes and Santiago seconded. Agenda was approved by unanimous vote.

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

Panchisin presented and led discussion regarding the September 2017 financial reports. The full report is available on the FOC portion of [www.aspiraacademy.org](http://www.aspiraacademy.org). Haboussi moved to approve the September financial report. Chappel seconded the motion and the financial report was approved by unanimous vote of the Board.

**Operations Committee** *as reported by Greg Panchisin*

Panchisin provided update on construction.

**Development Committee Update** *as reported by Fred West*

No meeting this month but Fred and Lynn met to talk about transition.

**Head of School Report** *as reported by Margie Lopez Waite*

Lopez Presented Enrollment Update

Lopez Presented EOY Evaluations and Academic Excellence Committee Update.

Lopez Presented event Update

**Old Business**

No old Business Presented

**Adjourn**

The meeting adjourned by unanimous consent at 7:00 PM.