



ASPIRA OF DELAWARE CHARTER  
OPERATIONS, INC.

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

**DATE:** 11/01/2012

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

**Directors Present:** Jamie “Gus” Rivera (Chair), Monica Gonzalez Gillespie (Vice Chair) Daniel Segui, Lilia Meredith, EJ Bliey, Lois Heesters

**Attended by teleconference:** Maribeth Welch, Aaron Goldstein

**Directors Absent:** John Laznik

**Others Present:** Greg Panchisin (Business Manager); Margie Lopez-Waite (Head of School)

**Call to Order**

Gus Rivera called the public session to order at 6:00 PM. He noted that there were more than six voting-eligible Directors present and that a quorum was established. References hereunder to “unanimous” actions of the board refer to the actions of the eight present Directors.

**Approval of Minutes:** Minutes of the September 26, 2012 Board Meeting were presented and reviewed. Heesters presented a motion to accept which was seconded by Meredith. The motion to approve the minutes was approved by unanimous vote of the Board with Goldstein abstaining because he was not present at that meeting.

**Officer and Committee Chair Reports**

**Finance Committee Report (FOC)** *as reported by Greg Panchisin (Board Treasurer/Chair of the Financial Oversight Committee position is vacant – until filled, G Panchisin will present finance reports)*

Greg reviewed the September monthly financial report as approved by the FOC and provided an update on the FOC. The school’s financial audit is underway by our accountants. Actual to budget remains favorable. Several questions were raised and answered. Full report is available on the FOC portion of [www.aspiraacademy.org](http://www.aspiraacademy.org)

A motion by Goldstein, seconded by Heesters that the ADCO Board accept the September 30, 2012 Financial Report as presented. Final resolution was unanimous.

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

**Audit Update (On site compliance audit by Delaware Department of Education)**

- IDEA
  - No compliance issues
- Homeless Students
  - Add DOE contact info to posters/flyers
  - No other compliance issues
- Title I
  - Need to provide parents with state’s official compliant procedure verbatim; done in October News Bulletin in English and Spanish
  - Additional verbiage needed in ELL letter to parents; done

- Implement a formal Parent Involvement Policy; additional verbiage needed to School Code of Conduct to comply with Parent Involvement Policy
- Parent Enrollment Letters
  - No compliance issues
- Criminal Background Checks for Staff
  - No compliance issues
- Needs-Based Funding Unit Verification
  - No compliance issues

**School Progress**

- Fall Assessments Completed
  - DCAS (3<sup>rd</sup>-6<sup>th</sup> grades; Reading and Math)
  - AIMS Web (all grades; Reading and Math)
  - ELL (based on home language survey)
- Schoolwide Enrichment Program (RTI)
- State Science Program Implemented
- 1<sup>st</sup> Trimester Interim Reports Sent Home
- Student/Parent/Teacher Conferences (11/26-11/28)

**Enrollment**

- Open Enrollment Period (10/1/12-11/30/12)
  - Enrollment goals
    - Current enrollment = 338 (105% based on goal of 322)
    - Next year's goal = 439 (105% based on goal of 418)
  - 232 applications received-to-date
 

K	87	(16/87 Siblings)
1 <sup>st</sup>	41	
2 <sup>nd</sup>	26	
3 <sup>rd</sup>	27	
4 <sup>th</sup>	13	
5 <sup>th</sup>	16	
6 <sup>th</sup>	15	
7 <sup>th</sup>	7	
Total	232	
  - Open House Events – October 10<sup>th</sup> and November 5<sup>th</sup>
  - Recruitment at local headstart centers
- Lottery
  - a. To be held on Saturday, January 12 from 9am to 12pm at school
  - b. Drawing to be done by grade starting with K
  - c. Open positions will be filled first then remaining numbers will be selected to determine order on waiting list

**Facility Report** *as reported by Gus Rivera (Chairperson of the Board of Directors)*

- 1) Construction estimate is 900K plus soft costs. Project plan distributed.
- 2) Need FY2014 budget prepared. Greg P is working on it with Paul Lloyd.
- 3) Using same consultant we used last year to help us find funding. Building Hope looks positive.
- 4) Approaching Foundations for funding.

**Board Recruitment** *as reported by Gus Rivera*

- 1) We are seeking a person with finance experience for Treasurer. Open to suggestions.
- 2) We are seeking a person in education K-16 with charter experience. Open to suggestions.

**Adjourn**

The meeting adjourned by unanimous consent at 7:45 PM.