



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

**DATE:** 11/26/2018

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

**Directors Present:**, Donald Patton, Younes Haboussi, Dr. Lourdes Puig, Serah Jo Pesce, Crystal Mayfield, Benjamin Esparza (5:50 pm), Luis Santiago, Fred West, Tiffany Burton

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

**Absent:**

**Future Meeting Date: 12/20/2018**

**Call to Order**

Puig called the regular meeting to order at 5:05 PM, noting that there was quorum.

**Move to Executive Session**

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

**End of Executive Session**

West moved to return to public meeting at 6:15 pm, Esparza seconded and the Board entered public meeting by unanimous vote.

**Public Comment**

No Public Comment

**Approval of Agenda**

Esparza moved to approve November Agenda (with addition of Development Update) and October meeting minutes, West seconded. Both were approved by unanimous vote.

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

Panchisin presented and led discussion regarding the October 2018 financial reports. The full reports are available on the FOC portion of [www.aspiraacademy.org](http://www.aspiraacademy.org). Haboussi moved to approve the financial reports. Esparza seconded the motion and the financial reports was approved by unanimous vote of the Board.

**Academic Excellence**

No Update

**Operations Committee Update** *as reported by Tiffany Burton*

No Update.

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

Preparing holiday cards (e-cards)

Luis and Fred are working with banks for outreach opportunities.

**New Business**

Margie presented the Annual report. Patton moved to approve Annual report. Fred Seconded and annual report was approved by unanimous vote.

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

Lopez Presented Enrollment Update

Lopez Presented Staffing Update

Lopez Presented Academic Excellence Update

**Other Business**

We will be having an additional meeting in December to continue high school expansion discussion

**Adjourn**

The meeting adjourned by unanimous consent.