



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

DATE: 12/17/2015

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

Directors Present: Lourdes Puig (Chair), John Laznik, Nancy Labanda, Dr. Jose-Luis Riera, Jorge Diaz, Donald Patton

Directors Absent: Kathleen Chappel , Jamie “Gus” Rivera (Vice-Chair), Alex Fajardo, Jim Coyne

Others Present: Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Howard Smith (The AXIS Group, Inc.), Beth Anne Gluck (Asst HOS), Jesus Urdiales (Asst HOS), Julie MacRae (PTO-Treasurer)

Future Meetings Dates: 1/28/16

Call to Order

Lourdes Puig (Chair), called the public session to order at 6:04PM, noting that a quorum was present.

Public Comment: None

Approval of Agenda and Minutes

Agenda for December 17, 2015 was presented and reviewed. Laznik presented a motion to accept the agenda as presented. Riera seconded the motion and the motion to approve the agenda and was approved by unanimous vote of the Board. Laznik presented a motion to table the meeting minutes until January for the November 19, 2015 meeting. It was seconded by Riera and approved by unanimous vote of the Board.

Operations Committee as reported by Greg Panchisin (Business Manager) / Howard Smith

Greg introduced Howard Smith as the LAAA Project Manager for Phase IV Construction as approved in November. Howard shared the RFP for Design Build Services for the Phase 4 – Masterplan. Howard explained the Design Build philosophy and the pros and cons.

Diaz presented a motion to accept the RFP for Design Build Services for the Phase 4 – Masterplan as presented. Patton seconded the motion and the motion to approve the RFP was approved by unanimous vote of the Board. The RFP will be sent to the selective companies on December 18, 2015.

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

Greg reviewed the November 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.aspiracademy.org after their Monday meeting. Full board approval will occur in January.

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

Enrollment for 2016-2017

- Open Application Period started on November 2nd

School Choice Applications 2016/2017

Grade	Active	W/D	Total
KN	211	11	222
01	56	1	57
02	43	1	44
03	46	0	46
04	40	1	41
05	35	3	38
06	76	1	77
07	18	1	19
08	11	1	12
09	0	0	0
10	0	0	0
11	0	0	0
12	0	0	0
Total:	536	20	556

- Enrollment Efforts
 - Open House sessions held on November 10th and December 3rd; approx. 100 people attended each session
 - Delaware Public School Choice Expo held on December 5th
 - School tours being hosted every Tuesday and Thursday @10am and 10:30am
 - Newark Head Start Parent Information Session held on December 15th
 - Wilmington Head Start Parent Information Session being held on January 22nd

Academic Excellence Committee Update

- Professional Development Update
 - Curriculum Focus
 - SBAC Alignment; Performance Tasks Integration (Oct. – present)
 - Scope and Sequence (Nov.)
 - Formative and Summative Assessments (Dec.-Jan.)
 - Vertical Alignment (Jan.-Mar.)
 - Core Knowledge & Project-Based Learning Booster (Apr.-Jun.)
 - Behavior Modification & Support
 - *Autism, ADHD and Anxiety* by Summit Education (Dec.)
 - *Safe and Positive Approaches* by Devereux Institute (Dec.)
- Next meeting being held on December 22nd @4pm; John Laznik will present data analysis from SBAC results; update will be provided in January board meeting

Development Committee Update

- VIVA ASPIRA
 - UD STAR Campus is confirmed for Saturday April 16, 2016 from 6 - 10 p.m. thanks to the efforts of Jose Riera
 - The theme will focus on the Outdoor Classroom
 - Caffe Gelato will cater - Lyn is negotiating the cost per person.
 - Elite Entertainment will DJ the event
 - Bank of America's HOLA group has agreed to volunteer again
 - Lyn meet with a group of parents who have agreed to be the Basket Coordinators for their student's grade

 - GIVING
 - Completed application and received approval for ASPIRA Academy to be added as a "Write-in" with United Way of DE
 - Posted announcement along with our United Way code to the ASPIRA website and on the FB page

 - DONATION
 - I recently spoke with Andres Centellas who contacted the school to express his appreciation for the Founders plaque we sent to him. He also shared with me that he would like to donate a bench to the school this year and then set-up an annual giving commitment for the following years. I offered to work with him to complete the necessary forms to order the bench and create an annual donation.
 - Milton Delgado, another founding board member, attended the Winter Concert where he won the 50/50 Raffle. He donated his winnings of about \$250 to the 8th grade class.

 - GRANTS
 - Completed "Getting Your Share of the Pie-The Complete Guide to Finding Grants" webinar
 - Working with 2 teachers to submit TranspArtation grant - it will subsidize transportation cost for students to attend Art and cultural events throughout the state
- Collaborating with Art teacher on Crayola Grant

Old Business

Strategic Planning – High school conversation.

Lourdes lead the conversation regarding the possible HS expansion. Discussion centered around a possible timeline, feasibility assessment, facilities/operations, academic and governance.

In lieu of a HS, exploration is taking place with DOE in order to try and accumulate world language credits with an assessment for 8th graders in the future.

ADCO Board Nomination

- Dusty Blakey, Superintendent of Colonial School District

Adjourn The meeting adjourned by unanimous consent at 8:45PM.