



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

DATE: 2/26/2015

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

Directors Present: Lourdes Puig (Chair), John Laznik, Jim Coyne, Jamie “Gus” Rivera (Vice-Chair), Dr. Jose-Luis Riera, Nancy Labanda, Kathleen Chappel, Jorge Diaz

Directors Absent: Alex Fajardo

Others Present: Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Jennifer French (Development Manager), Beth Anne Gluck (Dean of Instruction), Jesus Urdiales (3rd Grade Teacher)

Future Meetings Dates: 3/26/15

Call to Order

Lourdes Puig (Chair), called the public session to order at 6:07PM. The chair moved the development committee report to the first presentation so all members did not have to stay for the entire meeting.

Public Comment: None

Approval of Agenda and Minutes

Agenda for February 26, 2015 and January 22, 2015 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)*

Committee members present: Pamela Evans, Jenn Mills and Sara-Beth Miller

DEVELOPMENT UPDATES:

Viva ASPIRA

- The Mayor of Newark, Polly Seirer, confirmed with me today personally that she and her husband will attend
- I attended the Wilmington Rotary Luncheon last Thursday and met the Secretary of Education and Governor Markell. I extended the invitation to Viva ASPIRA and the Governor put me in contact with his scheduling secretary. They are trying their best so he and the First Lady can attend.
- 63 tickets sold to date.
- ROOM SPONSORSHIP:
 - Confirmed: High5Athletics and Alpha Office Supplies

Considering sponsorship: Wells Fargo, Trident Mortgage, Launch Park, and I have a meeting tomorrow with a design company from Spain, Speho.

One of the incentives we are offering is their brand presence at a “bounce back” event or two, where . The first could be a “Hard Hat tour” when the construction is at a halfway point or two thirds finished, where we invite sponsors and winning bidders to get to know LAAA with a champagne reception. The second would be an unveiling of the finished classrooms. We invite the same list from the Hard Hat tour and any new supporters we have picked up along the way.

- VOLUNTEERS: Our committee has grown to 8 and we have 8 volunteers from Hola at Bank of America.
- POSTCARDS
 - Mailed 300 to our newly updated mailing list gave 50 to Kevin Smith from Habitat as per his request

Grants

We have applied for:

- Fender for the music department (8 instruments, total value \$20,000.00)
- Wells Fargo for upgraded Fire Alarm Equipment (total value \$94,854.00)
- Will be applying for Arsht Cannon for ADULT ESL, SSL, and Computer skills next week
- DELAWARE'S PATHWAY TO GREEN SCHOOLS PROGRAM
- Longwood

Relationship with Wells Fargo

Mentoring

Literacy Grant \$1000 plus books (10 week reading program)

Kids Banking for 7th and 8th grade

Computer games for younger kids

ABC: SPIRA Brick Campaign

- French brought forms for everyone to fill out or you can do it online at:
www.polarengraving.com/AspiraBuildingCampaign
- We did a soft launch at the Winter Concert to raise awareness but I decided to put more emphasis on Viva SPIRA (VA) at the moment and not inundate with two separate initiative. We have offered a brick to our VA Room Sponsors so once we have the Board members BOD brick and personal brick, the Founders bricks, and the VA Sponsor bricks, I recommend we set them in the entry vestibule over the main entrance along with a brick array of the LAAA shield. Once these are in place, the bricks will sell themselves.

Meeting with Newark Charter and VP of Development at the University of Delaware

- José Riera can speak to this but all in all we learned that we are on the right track and they provided useful insight

Database/Fundraising Software

After speaking with the aforementioned NCS and UD, it is our conclusion that there are other, less expensive options that we need to explore. The Development team at UD is not currently using Raiser's Edge so I was misled by the Raiser's Edge representative. NCS does everything manually but that is time consuming. It is not a high priority at this point, but needs to be explored for streamlining as our data base continues to grow.

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

Greg reviewed the January 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. A motion by Laznik, seconded by Rivera that the ADCO Board accept the January 2015 Monthly Financial Report. Final resolution was unanimous.

Committee Updates

Operations Committee as reported by Greg Panchisin

Greg commented that the construction of Phase III began on February 2, 2015 with Mike Donovan from Emory Hill as project manager. A common or so-called demising wall is now in place between the SportsPlex and underground plumbing was certified by county as of this meeting.

Greg commented that Phase IV preliminary discussions are continuing to take place.

Academic Committee as reported by Margie Lopez-Waite (Head of School) / Beth Anne P. Gluck

- Presentation on Teacher Assessment

A Growth Mindset Approach to Teacher Effectiveness

- Delaware Performance Appraisal System (DPAS II)
 - Supports professional growth
 - Assures quality teachers in every classroom
 - Supports continuous improvement of instructional practice and student outcomes
 - Ratings – Distinguished, Proficient, Basic and Unsatisfactory
 - Five components
 - Component 1: Planning and Preparation
 - Component 2: Classroom Environment
 - Component 3: Instruction
 - Component 4: Professional Responsibilities
 - Component 5: Student Improvement (goal setting)

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

Enrollment

- Goal for 2015-2016 = 628 (100% of goal)
- Need to achieve 80% of goal by April 1st
- Lottery held on January 31st @9am
- 700+ on waiting list
- Registration process in progress for incoming students
- Re-enrollment letters will be sent to current students/families in March to confirm returning students.

Parent Workshop Update

- Topics of discussion
- School Schedule Proposal
- Standards Based Report Cards
- Conducted first session on Tuesday, February 23rd
- Summary of discussion
- School Schedule Proposal
- Option 1: Split Schedule for MS/ES Students
- Option 2: No Change
- Option 3: Schoolwide Change to 8am-3pm
- Standards Based Report Cards
- Overview of CCSS
- Comparison of current grading system versus SB
- Current pilot in K-2 will be expanded to K-5 next year
- Outcomes
- Attendees were in agreement with Option 3 for School Schedule Proposal
- Attendees acquired a better understanding of SBRC and its impact to student success

Smarter Balanced Timeline

- This year is baseline year for statewide data. Initial scores will be published before the start of next school year.
- Our testing window is April 28-May 26

- Interim assessments will be conducted next school year (end of 1st and 2nd trimester). Our school calendar will incorporate additional PD days to support the grading and analysis of the data in order to drive instruction.

Old Business

- Board evaluation update
A summary of the Board of Directors Self-Evaluation was presented. Strengths, weaknesses and area of focus for the future were discussed.
- Board membership update
The chair of ADCO has received 4 candidate names for the board. Evaluation of the candidates will take place in the coming months by the Executive Committee.
- Expansion update
Talks are continuing of possible expansion.

New Business

- A doodle poll will be sent out to schedule a future strategic planning session

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