



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

DATE: 3/26/2015

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, , Dr. Jose-Luis Riera, Nancy Labanda, Kathleen Chappel, Alex Fajardo

Directors Absent: Jorge Diaz, Jamie “Gus” Rivera (Vice-Chair)

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

Future Meetings Dates: 4/26/15

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 March 26, 2015 and February 26, 2015 meeting minutes were presented and reviewed. Chappel presented a motion to accept the agenda and minutes as presented. Riera seconded the motion and the motion to approve the agenda and minutes were approved by unanimous vote of the Board.

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

Greg reviewed the February 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 Fajardo, seconded by Coyne that the ADCO Board accept the February 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 is continuing as scheduled. Metal studs are in place for the eight classrooms and nurses room. A HVAC approval will be taking place shortly. Emory Hill continues to do a wonderful job as the general contractor.

Phase IV preliminary discussions are taking place within the facilities subcommittee.

Development Committee *as reported by Jennifer French (Development Manager)*

Jennifer reported that ticket sales (138), sponsorships (\$4700) and ads (\$430) are all going well. With the expenses subtracted from current revenue, there is a profit of \$3952.50 at this point. However, this does not include future tickets sales, additional sponsorships and ads, silent and live auctions, 50/50, white elephant auction and wine glass sales.
Grants-

Arscht Cannon is going into the second round! \$15,500
Wells Fargo – submitted for \$95,000 (decided in August 15’)
Delaware Pathways to Greener Schools – Accepted!
Delaware Sustainable Energy Utility: Launches Solar Resiliency Pilot Program – being considered

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

The committee will be presenting the board with an update on the following topics next month

- Teacher Effectiveness Evaluation System (DPAS II)
- Inclusion Model (Staffing)
- Professional Development Plan

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

Margie presented two documents for approval by board.

1) *Policy 3004: Teen Dating Violence & Sexual Assault*

This policy is required per state regulation. A motion by Laznik, seconded by Riera that the ADCO Board accept Policy 3004 as presented. Final resolution was unanimous.

2) *2015-16 School Calendar*

State requirements for student hours = 1,060; LAAA student hours = 1,102 (additional hours for weather related days). A motion by Fajardo, seconded by Chappel that the ADCO Board accept the 2015-16 School calendar as presented. Final resolution was unanimous.

Enrollment

- Goal for 2015-2016 = 628 (100% of goal)
- Need to achieve 80% of goal by April 1st
- As of 3/26/15, we have 552 students (88% of goal) enrolled in the school.
- 774 on waiting list; 652 active
- Registration process in progress for incoming students as we continue down the wait list
- Re-enrollment letters from current students due by 5pm on April 1st to confirm returning students.

Parent Workshop Update

- Topics of discussion
 - School Schedule Proposal
 - Standards Based Report Cards
- Two sessions held in February/March
- We created a survey to determine school schedule. The survey closed yesterday. Based on the survey results, we will keep the school schedule as 8:30am-3:30pm.
- School Schedule Proposal
 - Option 1: Split Schedule for middle/elementary school Students-no longer under consideration
 - Option 2: No Change (remain with 8:30am-3:30pm)
 - Received 56% of votes
 - Option 3: Schoolwide Change to 8am-3pm
 - Received 44% of votes

Old Business

- Expansion update – A meeting with take place in April with a presentation next month.
- A time for a future planning session has not been determined yet.

Adjourn The meeting adjourned by unanimous consent at 7:52PM.