



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

**DATE:** 4/23/2015

**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, Jamie “Gus” Rivera (Vice-Chair)

**Directors Absent:** Jorge Diaz

**Others Present:** Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Beth Anne Gluck (Dean of Instruction), Jesus Urdiales (3<sup>rd</sup> Grade Teacher), Margie Rivera (Chair-ASPIRA of Delaware), Julie MacRae (PTO-Treasurer), (Jenn Mills, Sara-Beth Miller, Pam Evans-Parents)

**Future Meetings Dates: 5/28/15**

**Call to Order**

Lourdes Puig (Chair), called the public session to order at 6:00PM, noting that a quorum was present.

**Public Comment:** None

**Approval of Agenda and Minutes**

Agenda for April 23, 2015 and March 26, 2015 meeting minutes were presented and reviewed. Riera 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.

**Old Business**

- Amendment to By-Laws were tabled – Alex Fajardo received late notice from a few board members and the suggestions need to be vetted by our attorney. The amendments are to be approved in May with final vote for the new By-Laws in June.

A motion by Riera, seconded by Chappel to table the vote on By-law amendments until May 28, 2015. Final resolution was unanimous. **TABLED until May 28, 2015**

- Expansion update

*Background:* Founding Board of ASPIRA Academy envisioned three types of expansion after the initial school was opened and turned over to a Governing Board of Directors.

- 1) Pre-school : Currently if a pre-school would be opened, those students would not receive preference into ASPIRA Academy.
- 2) High School : New Castle County is saturated with High Schools at this time (2 scheduled to open are on watch with low enrollment).
- 3) Replication somewhere else in DE. : An opportunity was presented to LAAA by Montessori Works to partner with them and possibly open a school in Sussex County

With the current environment and the opportunity presented, Option 3 was investigated.

A **Proposal to Open LAAA Montessori in Sussex County, DE** was presented.

Extensive conversation was had regarding pros and cons for the expansion in Sussex County by board members, administration, parents and Margie Rivera from ASPIRA of DE.

Chappel presented a motion to accept the proposal as presented. Laznik seconded the motion. Individual votes were tallied to accept the proposal as presented.

Yea – 3          Nay- 5

The proposal was rejected at this time.

## **Committee Updates**

Development Committee *as reported by Dr. Jose-Luis Riera (Co-Chair Development Committee)*

### **VIVA ASPIRA recap**

- Successes and challenges were presented
- Thank you to the five room sponsors
- \$14,000 was raised (62 more tickets sold than 2014)

### **Grant Updates**

Longwood Foundation - \$1.5million submitted with revised Academic Goals

Welfare Foundation - \$600,000 submitted

Wells Fargo - \$95,000 submitted

Arsht Cannon - approximately \$15,000 submitted

Operations Committee *as reported by Greg Panchisin*

Greg commented that the construction of Phase III is continuing as scheduled. HVAC and drywall work has been taking place. Numerous inspections have been approved. Emory Hill continues to do a wonderful job as the general contractor.

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

A motion by Riera, seconded by Chappel to table the Academic Committee Report until May 28, 2015.

Final resolution was unanimous. **TABLED until May 28, 2015**

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

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

Greg reviewed the March 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](http://www.aspiraacademy.org).

A motion by Riera, seconded by Laznik that the ADCO Board accept the March 2015 Monthly Financial Report. Final resolution was unanimous.

**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 95% of goal by May 1<sup>st</sup>
- As of 4/23/15, we have 615 (98% of goal) enrolled in eSchool.

- 776 on waiting list; 668 active
  - Re-enrollment of current students
  - 494 out of 516 students (95.73% retention)
- 22 did not re-enroll for various reasons (5 accepted invitation to magnet middle schools; 7 have not returned the re-enrollment letter; 10 are not returning due to moving out-of-state or transferring to other school)

### **Staff Recruitment**

- Job postings for 2015-2016
  - English Immersion teachers
  - Spanish Immersion teachers
  - Special Education teachers
  - Spanish teacher (PT)
  - PE/Health teacher (PT)
  - General Music teacher (PT)
  - Main Office Receptionist
  - Main Office Administrative Assistant
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- Recruitment tools
  - School website (44 resumes received)
  - Join Delaware Schools website (73 resumes received)
  - UD Project Search (35 resumes received)
  - Other (8 resumes received)
  - Total = 160
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- Round 1 Interviews started April 16; Round 2 will start May 4<sup>th</sup>; positions to be filled by June 1<sup>st</sup>

A motion by Laznik, seconded by Coyne that the ADCO Board accept the Head of School Report as submitted. Final resolution was unanimous.

**Adjourn** The meeting adjourned by unanimous consent at 8:50PM.