



ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.

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

DATE: 5/22/2014

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

Directors Present: John Laznik, Lourdes Puig (Chair), Jorge Diaz, Lilia Meredith, EJ Bley, Jamie “Gus” Rivera (Vice-Chair)

Directors Absent: Daniel Segui, Alex Fajardo

Others Present: Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Jim Coyne (Board Candidate), Jose Riera (Board Candidate)

Future Meetings Dates: 6/24, No Meeting in July

Call to Order

Lourdes Puig called the public session to order at 8:04PM. She noted that there were six voting-eligible Directors present and that a quorum was established. References hereunder to “unanimous” actions of the board refer to the actions of the six present voting-eligible Directors.

Public Comment: None

Approval of Agenda and Minutes

Agenda for May 22, 2014 and April 24, 2014 meeting minutes were presented and reviewed. Bley presented a motion to accept the agenda and minutes as presented. Meredith 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 April 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 Rivera, seconded by Laznik that the ADCO Board accept the April 2014 Monthly Financial Report as presented. Final resolution was unanimous.

Committee Updates

Operations Committee *as reported by Greg Panchisan*

Greg presented an Agreement of Sale to the Board for the purchase of the current building that needs to be executed by the Board Chair upon approval of the Board.

A motion by Diaz, seconded by Bley that the ADCO Board gives the permission to the Board Chair to execute the Agreement of Sale for Purchase of the current building (contingent upon approval of charter renewal). Final resolution was unanimous.

FY14 School Audit timeline: 8/4 initial meeting; 8/15 draft and 9/5 Final document.

Academic Committee *as reported by Margie Lopez-Waite* None

Financial Committee *as reported by Jorge Diaz* None

Head of School Report as reported by Margie Lopez-Waite

Las Américas ASPIRA Academy Head of School Update May 22, 2014

Staffing Update for 2014-2015 School Year

- The following positions were posted for next year:
 - Teaching Positions
 1. Elementary Education Teachers for English Immersion (1st grade)
 - Position to be filled by returning teacher (Krissy Giordano); offer pending
 2. Elementary Education Teachers for English Immersion (4th grade)
 - Position to be filled by existing teacher (Nicole Castiglione)
 3. Elementary Education Teachers for Spanish Immersion (1st grade)
 - Offer pending
 4. Elementary Education Teachers for Spanish Immersion (4th grade)
 - Offer pending
 5. Spanish Teacher (grades 5th-8th)
 - Position to be filled by current teachers (Carolina Rasmussen & Cathy Rodríguez)
 6. Computer/Business Education/Technology Teacher (grades K-8th)
 - Final stage of interview process; decision to be made May 27th
 7. Middle School Science Teacher (grades 6th-8th)
 - Final stage of interview process; decision to be made May 27th
 8. Middle School ELA Teacher (grades 6th-8th)
 - Final stage of interview process; decision to be made May 27th
 - Administrative/Support Positions
 1. Development Manager
 - Offer to be made by May 23rd
 2. Guidance Counselor (grades K-8th)
 - Offer pending
 3. IT Support (part time or full-time position)
 - Position to be filled internally; offer to be finalized by May 30th
 4. Human Resources/Payroll/FSF Manager
 - Offer pending
- The following are additional positions to be filled based on internal moves or resignations. All offers will be communicated by May 30th:
 - Elementary Education Teachers for English Immersion (K)
 - Elementary Education Teachers for Spanish Immersion (K)
 - ELA Teacher (5th/6th)

Enrollment

- Enrollment Goals for 2014-2015 = 514 (100%); / 540 (105%)
 - April 1st Count – charter schools must be at 90% of enrollment goal by this date and we were at 91%
 - May 1st Count – charter schools should be at 95% of enrollment goal by this date and we were at 101% (518)
- The remaining spots (22) will be filled by the end of June. Final retention/promotion decisions will be made on May 23rd, then we will pull from waiting list based on availability per grade level.

Highlights/Announcements

- DCAS testing to be completed by May 30th. Final results will be provided in June meeting.
- Jury Duty – I will be serving jury duty starting May 27th until possibly June 6th. I will not have access to email during the day, so please refer any urgent matters to Greg in my absence.
- May 30th – Spring Concert will be held @7p.m. at the School for the Deaf
- June 13th – Last day of school for students

Old Business

Policy changes – Final changes to any by-laws and purchasing policies will be voted on at the 6/26 board meeting.

Board recruitment status – New board membership will be approved by AOD on June 4, 2014.

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