

 <b>ASPIRA OF DELAWARE CHARTER OPERATIONS, INC.</b>	<b>BOARD MEETING MINUTES (Draft):</b> ASPIRA OF DELAWARE CHARTER OPERATIONS INC. (ADCO)
	<b>DATE:</b> 6/25/2015  <b>LOCATION:</b> Conference Room Las Americas ASPIRA Academy (LAAA) Charter School 326 Ruthar Drive, Newark DE 19711-8017
<b>Directors Present:</b> Lourdes Puig (Chair), John Laznik, Jim Coyne, Dr. Jose-Luis Riera, Nancy Labanda, , Alex Fajardo, Jamie “Gus” Rivera (Vice-Chair) <b>Directors Absent:</b> Kathleen Chappel, Jorge Diaz, <b>Others Present:</b> Greg Panchisin (Business Manager), Margie Lopez-Waite (Head of School), Beth Anne Gluck (Asst HOS), Jesus Urdiales (Asst HOS), Marla Sturgill-Parent	
<b>Future Meetings Dates: 8/27/15</b>	

**Executive Session**

Riera presented a motion to move into executive session at 5:30PM for personnel matters. Fajardo seconded the motion and the motion to move into executive session was approved by unanimous vote of the Board.

Riera presented a motion to move out of executive session at 6:10PM. Fajardo seconded the motion and the motion to move out of executive session was approved by unanimous vote of the Board.

**Call to Order**

Lourdes Puig (Chair), called the public session to order at 6:12PM, noting that a quorum was present.

**Public Comment:** None

**Approval of Agenda and Minutes**

Agenda for June 25, 2015 and May 28, 2015 meeting minutes were presented and reviewed. Fajardo presented a motion to accept the agenda as presented. Rivera seconded the motion and the motion to approve the agenda was approved by unanimous vote of the Board. Fajardo presented a motion to accept the minutes as presented. Rivera seconded the motion and the motion to approve the minutes was approved by unanimous vote.

**Old Business**

- Finalizing Amended ADCO By-Laws– Alex Fajardo reviewed the amended ADCO by-laws. Discussion of the document took place. Rivera suggested on page 8 that the words, “at the pleasure of the member”, be added to: [(x) Member-Appointed Directors shall serve, “at the pleasure of the Member”, terms of one year,]

Coyne presented a motion to accept the amended by-laws as presented, with the additional verbiage suggested by Rivera. Rivera seconded the motion and the motion to approve the amended by-laws with the additional verbiage was approved by unanimous vote of the Board.

Academic Committee as reported by Guest Speaker – Maritza Marin (School Psychologist)

- "The Assessment of Academic Achievement in Dual Language Learners"

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

Greg reviewed the May 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 Rivera, seconded by Riera that the ADCO Board accept the May 2015 Monthly Financial Report. Final resolution was unanimous.

Operations Committee as reported by Greg Panchisin

Greg commented that the construction of Phase III is continuing as scheduled. He presented a spreadsheet of overall costs of the project to date. Actual to budget remains favorable. Several questions were raised and answered. Change orders have been kept to a minimum.

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

**Enrollment**

- Goal for 2015-2016 = 628 (100% of goal)
- As of 6/25/15, we have 632 (101% of goal) enrolled.
- We are in the process of filling remaining spots from wait list.
- Goal is 641 (102%)

**Team Update**

- Attrition from 2014-2015 to 2015-2016 = 12 (19%)
- Termination: 5 (8%)
- Resignation to pursue higher education: 2 (3%)
- Resignation due to personal: 5 (8%)
- Exit interviews revealed the following:
  - Of those who resigned, they reported having a positive experience at LAAA and would consider returning without exception.
- Team Recruitment
- All positions have been filled for the 2015-2016 school year (see attached organizational chart)

**Grant Update**

- Longwood Foundation – awarded \$750K (ask was \$1.5M)
- Welfare Foundation – no award (ask was \$600K)
- Wels Fargo – no award (ask was \$95K)
- Arsht-Cannon – awarded \$15K (ask was \$15K)
- Performance Fund – submitted June 2015; potential award is \$250K; decision expected by end of July

**Graduation Update**

- 25 students graduated on June 5, 2015
- Commencement Speaker – State Representative Joe Miro
- Ceremony held at DE School for the Deaf

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

- Grant updates included in HOS report

Old Business

- A strategic planning session is scheduled for 6/26/15 from 9AM-1PM

Adjourn The meeting adjourned by unanimous consent at 8:07PM.