



## **BOARD MEETING**

**AGENDA – March 28<sup>th</sup>, 2018**

**Latin American Community Center, 403 N. Van Buren St. Wilmington, DE**

**Present at the Meeting: Maria Matos, Richard Griggs, Karen Thorpe, Mayra Costa, Scott Sheridan  
Norma Antongiorgi, Shawn Stevens, Mayara Martinez, Mercedes Alonso, Maria Alonso, Nora Lewis,  
Celeste Payne, William Thompson, Glenn Thompson**

### **Approval of March Agenda**

Motion to approve by Maria Matos, seconded by Scott Sheridan passed unanimously

### **Approval of February meeting Minutes**

Motion to approve by Shawn Stevens, seconded by Maria Matos passed unanimously

### **Public Comment**

No one present for comment

### **New Business**

No new business

### **Executive Director Report**

Sarah met with Spanish teachers about the

Programming- 4<sup>th</sup> graders visited the Delaware art museum. This is a precursor to the program that starts next year. Kindergarteners have

SAP has technology donation with 15 gently used dell computers is a nice addition.

The principal position posting will hopefully be done at the end of this week to be posting on a national level. Sarah Orand from the center of applied linguistics is helping with the process.

An offer letter has been extended to Adam for the Operations Manager position

Transportation, facilities and construction-we had a love the bus month to celebrate all members of the transportation department. New bus purchase is going well. There is nothing blocking that from

happening. Architects have presented preliminary plans for expansion of the second floor. Draft copies are present. 5 classrooms will be added upstairs, and the gym will be moved to a new section of the building.

Enrollment-87 students have been enrolled for next year. Visits to various head start programs and daycare facilities to promote the school. Fernando from LACC created a video to promote AAA Charter. There are advertisements in different publications. The Facebook video has had more than 12K views. The video (marketing) is available on the website and will be available on Facebook. The new logo, stationary, etc. are prepared. Mayra has been key in this process, the face. She gets a lot of the credit for the 87. There has been some movement in creating a sign for odyssey and AAA within the campus, but outside is only going to be AAA. There are new needs that will have to be met. The sign will be moveable and of a different design.

Uniforms-Decisions are being made for the uniforms. Jenn Marrero from Promotion Zone, the uniform provider. Some items that had been available in the past, gym items in particular, have been discontinued. This may require a change in the gym uniforms to allow for all sizes XS-Adult sizes by moving to black or charcoal. This would allow for all students to have available sizes, and would bring down the prices. This change would result in a significant price decrease that would be passed on to families. Changing the logo to all gold for screen printing would also significantly lower the price. Changes will have to be made to include sizing for all students. The XS size is one of the most sold sizes because of the new kindergarten classes that come in. The recommendation is to move the logo to one color as it will lower the cost for the families. Moving to one color would save families approximately \$4 per shirt. Polos aren't screen printed, they are embroidered. The number of colors are not a factor in the cost. Rather, it is the number of stitches. Recommendations would be for just the logo without the name, or the name without the logo would show some savings. A maroon shirt option might prove popular for student. Parents have been complaining about the price, so something might be done. The yellow color gets dirty. Grandfathering the yellow color for next year's uniforms would allow parents to keep uniforms they already have, but students will most likely outgrow/out dirty them.

Glenn Thompson Arrived at 6:20

### **Committee Reports**

- **Finance**

2/3 of the way through the fiscal year. Final budgeted revenues are \$6,905,912

Revenues collected to date are 6,475,540 which represents 93.8% of the total budgeted revenues for the year

Revenue received in February consists of

School Activities \$4,431

Food Services \$28,854

Donations \$4,520

Expenses

The final budgeted expenditures are \$6,892,488

Expenses to date are \$4,170,088 with outstanding encumbrances of \$64,322 which represents 61.44% of the budget.

Final state revenue has been determined and is \$88,256 higher than budgeted.

Motion to approve the February web report made by Nora Lewis, seconded by Celeste Payne, voted on and approved.

- **Governance**

The bylaws are still being worked on. Glenn has perhaps a new member for the board, as does Maria Matos, nothing else to report.

- **Strategic Growth and Development**

The grant for Laffey McHugh is for \$30K. It revolves around improvement for the HVAC and 3 new busses. We are on a lease to purchase plan. Any money can be used for the conversion of the lease to purchase. The welfare grant is will be requesting \$100K. We are applying for the matching for the school mindfulness from the Arch Cannon fund. We are looking for a matching fund every year for 5 years. There is a need for new committee members.

- **Academics**

The committee met on March 14<sup>th</sup> and looked at the language proficiency levels of students based on the Las Links test, RTI and Proposed promotion policy.

Proposed promotion policy for the school will be sent out to all members of the board to be voted on next time.

Las Links, looking into online administration of the test for next year. There is a minimum number of iPads or other devices necessary for the online administration. We are required by the state to do the WEDA tests. MAPS testing must be done as part of the charter.

There was a lengthy discussion of the teacher of excellence framework. TEF has 8 observations per teacher per year. Perhaps a modification will be done through the rest of the year. There is an idea to revise this to require 6 observations per year as of next year.

There is a need for the academic committee to work with the personnel committee to determine teacher needs moving forward.

Mercedes has put together a survey for what teachers need for PD to determine what teachers need and are interested in for the next year.

- **Personnel Committee**

New Principal position is being revised and will be posted

The Handbook is being put together still.

Google Drive shared spaces are being put together. Wayne Kingston can reset the Google accounts for anyone whose link has expired.

### **Old Business**

Major Modification-The CSAC meeting has taken place. Things are moving forward with our separation from IS.

Motion to move to executive session made by Celeste Payne, seconded by Scott Sheridan. Voted on and passed unanimously

### **Announcements**

#### **Executive session:**

Transparency Time:

Topics: By Laws-Almost Done

Personnel Update

Motion to move out of executive session

Motion to approve de

Motion to adjourn meeting made by Glenn Thompson, seconded by Maria Matos, passed unanimously at 9:05