



Las Américas ASPIRA Academy

February 19, 2019

Delaware Department of Education
Charter School Accountability Committee
401 Federal Street, Suite 2
Dover, DE 19901

Dear Charter School Accountability Committee (CSAC):

On behalf of our Board of Directors and school community, I would like to thank you for meeting with representatives from Las Américas ASPIRA Academy on January 30, 2019 to review our major modification request for a grade configuration expansion to 12th grade. This letter is to acknowledge receipt of the CSAC Initial Report on February 4, 2019. Per your request, we are providing the following information as noted in the conclusion of the initial report:

▪ Financial Information

1. A clearer version of appendix D (enrollment)
 - See **LAAA Projected and Actual Enrollment_2011-2029.pdf** document attached (*Note: Print on legal size paper*)
2. List of personnel added in each year of the proposal
 - See **ASPIRA_Staffing Projections for FY20-FY24_Team Level and Grade Only.pdf** document attached
3. Resubmit budget showing adequate carryover to cover payroll for four pay periods
 - See **FY20_24_Operating Budget_Final_Updated.pdf** document attached
4. For any changes from current budget document, please provide an explanation as to the reasons for the changes.
 - See **LAAA Budget Narrative Changes after Initial CSAC Meeting.pdf** document attached
5. List of grants and donations awarded to date (excluding Consolidated Grant)
 - See **LAAA Grant Awards and Donations_excludes Consolidated Grant_021419.pdf** document attached

▪ Curriculum Information

1. Social Studies: Submit one unit for 9th grade Social Studies
 - See **LAAA Charter Modification_Social Studies Scope and Sequence.pdf** document attached
 - See **LAAA Charter Modification_Social Studies Unit.pdf** document attached
2. Science: Submit one unit for Science for 9th grade
 - See **LAAA Charter Modification_Science Scope and Sequence.pdf** document attached

Las Américas ASPIRA Academy, 326 Ruthar Drive, Newark, DE 19711-8017
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- See [LAAA Charter Modification_Science Unit.pdf](#) document attached
- 3. Art: Submit a plan to expand arts programs into the high school; provide the vertical articulation and how it is going to transition from middle school into high school
 - See [LAAA Charter Modification_Plan for Arts Instruction.pdf](#) document attached
 - See [LAAA_Course Offerings.pdf](#) document attached

▪ **Miscellaneous Information**

1. Break out of the facility plan, include possible sites and fit out costs
 - See [Schematic Costs Projections 19 Feb 19.pdf](#) document attached
2. Administrator evaluation explanation
 - Based on follow up discussions with Michael Saylor, the following is the explanation regarding the administrator evaluations:
 - Administrative evaluations have been completed and administered each year by our Head of School. Our school implemented an alternative educator evaluation system in 2015; however, we continue to use DPAS for our administrator evaluations. All evaluations are maintained electronically by the Head of School and a signed hard copy is kept in the individual's personnel file. For compliance purposes, a verification form has been signed by our board president and submitted to the DDOE Charter Office in June. After our initial CSAC meeting, we had a follow up conversation with Michael Saylor and discovered that the "DPAS for Administrators" application needed to be added to the Head of School's Data Service Center login. This was completed on February 4th so the evaluations and other required documents will be completed online going forward (effective for the 2018-2019 school year).
3. Provide a recruitment plan to increase enrollment for the high school.
 - See [LAAA Expansion_Recruitment Plan_2019-2020.pdf](#) document attached

We appreciate your thorough evaluation of our charter major modification application. Feel free to contact me if you require any additional information.

Sincerely,



Margie López Waite
Head of School