



Lotus School for Excellence

Mission: Lotus School for Excellence provides a safe learning environment and a rigorous college preparatory curriculum supported by a diverse, dedicated community.

Vision: Our vision is to create well-rounded and global-minded citizens who are prepared for a college education in order to pursue careers in S.T.E.A.M. fields and become contributing members of the community.

Board Meeting Agenda 12.14.2023; 6:00pm  
11001 E Alameda Ave. Aurora, CO 80012

**Zoom Link:**

<https://us02web.zoom.us/j/85923352281?pwd=NUeWYldLNUxZZGpuRUMxM3J3ci9OZz0>

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Meeting ID: 859 2335 2281

Passcode: 535073

1. Preliminary

| Agenda Item                           | Action   | Who             | Materials/Documents for Review   | Time     |
|---------------------------------------|--|-----------------|--|----------|
| 1.1 Welcome and Call Meeting to Order | Zikri  | Board President |  | 1 min    |
| 1.2 Pledge of Allegiance              |  | Board President |  | 1 min    |
| 1.3 Roll Call (Establish Quorum)      |  | Board Secretary | Elchin, Zikri, Kavi<br>Dr. Allen and B. Carlson-<br>All Present<br>Keith and Reyes absent  | 1 min    |
| 1.4 Edits to Agenda                   |  | Any Member      |  | 2 mins   |
| 1.5 Adopt Agenda                      |  | Any Member      |  | 3-5 mins |
| 1.6 Approval of Minutes               | Motion:<br>Elchin<br><br>Second:<br>Kavi<br><br>Vote:<br>Unanimous | Any Member      | <a href="https://docs.google.com/document/d/1LOotZCOP41wrZyRgSfM9OkGtVIibIG2O/edit?usp=sharing&amp;ouid=117351998623319712477&amp;rtplf=true&amp;sd=true">https://docs.google.com/document/d/1LOotZCOP41wrZyRgSfM9OkGtVIibIG2O/edit?usp=sharing&amp;ouid=117351998623319712477&amp;rtplf=true&amp;sd=true</a><br>Revision:<br>Parent Survey first<br>Then staff survey in January<br>Revision made by Mrs. Lewis- board note taker | 3-5 mins |

2. Public Comment – The Board is desirous to hear the comments of the community. We

invite you to address the Board concerning relevant, school-related issues. Public comment is not designed to be a two-way conversation, and members of the board will generally not respond to comments or questions. However, follow-up will take place as deemed appropriate. No charges or complaints against individuals shall be made. Such concerns are better handled through the school's grievance process. Defamatory or abusive remarks or profanity shall be considered out of order and shall not be tolerated. If a large group of participants wish to give the same opinion or speak to the same topic, the board may ask that a representative be appointed to share said opinion. The school board may choose to limit the Public Comment to 20 minutes for sake of time. Thank you for participating in our Public Comment.

| Name  | Comment   |
|---|---|
| <a href="#">Deon Jackson</a> - Former Athletic Director | Questions about girls athletics including - Girls basketball is not operating   |
| Jocelyn Arriaga- current staff member                   | Safety concern-no adult supervision on five accounts in high school classrooms- speaking on behalf of her brother who is a high school student  |
| Mirabel- parent   | Wanted to follow up about concerns from previous board meeting<br>Students can not use sweaters in the classroom<br>Wanted to know whats going on with athletics- is having to look outside of lotus for extracurricular activities for her child |
| Hari-parent   | Concerns about limited sport activities   |
| Sandra Duran- parent and staff member                   | Concern about safety concern- threats against student<br>Jacket concern- jackets are being taken from them<br>Handbook states students can wear a jacket in the school color<br>Sweater is not impacting learning                                 |
| Kayla- parent   | low teacher retention<br>not enough classes to challenge students<br>limited teachers<br>lots of subs- where intentional learning is not taking place<br>No history class<br>Students can not have extracurricular activities                     |

|   |   |
|---|---|
| R- parent   | Teachers not present in classes<br>Students being cold in classes |
| Zikri stated board is diligently working to address these issues and share these questions with the executive director  |   |
| Dr. Allen- Executive Director- Wishes some of these questions and concerns would come to him before reaching the board. Safety is huge priority for admin and is discussed weekly<br>Will follow up about sweaters<br>There are many issues regarding HVAC but they check the rooms daily to ensure rooms are a comfortable temperature |   |

3. Consent Agenda –The entire consent agenda is a way for multiple items to be voted on and approved with one motion, one second, and one affirmative vote. Any Board member may request that an item be removed from the consent agenda, and if so it will be moved to the Action Items for further discussion.

| <b>Agenda Item</b>    | <b>Action</b> | <b>Who</b>   | <b>Materials/Documents for Review</b>   | <b>Time</b> |
|-----------------------|---------------|--------------|---|-------------|
| Elect board secretary | Vote          | Z. Arslan    | Zikri Motion: Mr. Kavi is the Secretary<br>Second: Kavi<br>Vote: Unanimous<br><br>Motion: Kavi - representative of the SAC<br>Second: Kavi<br>Vote: Unanimous |             |
|                       | Vote          | Board Member |   |             |
|                       | Vote          | Board Member |   |             |
|                       | Vote          | Board Member |   |             |
|                       | Vote          | Board Member |   |             |

4. Legal Compliance

| <b>Agenda Item</b>                                  | <b>Action</b> | <b>Who</b> | <b>Materials/Documents for Review</b>   | <b>Time</b> |
|---|---------------|------------|---|-------------|
| 4.1 Oath of Office as defined by C.R.S. § 24-12-101 | Take oath     |            | B, Carlson recommended that this take place when the document is in writing<br><br>Zikri will forward Kavi's oath to B. Carlson | 10 min      |
|   |               |            |   | 10 min      |
|   |               |            |   |             |

5. Reports

| <b>Agenda Item</b>   | <b>Action</b> | <b>Who</b>   | <b>Materials/Documents for Review</b>  | <b>Time</b> |
|----------------------|---------------|--------------|--|-------------|
| 5.1 Financial Report | Motion: Zikri | Mr. Skidmore | Financials looking good<br>District paid a month in advance- in december<br>Expected to meet covenants by the end of the year  | 10 min      |
| 5.2 School Report    |               | Dr. Allen    | <a href="https://docs.google.com/spreadsheets/d/1CvazrnPvNlkTwE8vUmOFNPWRS7Fb49jGwYL7inhzP38/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1CvazrnPvNlkTwE8vUmOFNPWRS7Fb49jGwYL7inhzP38/edit?usp=sharing</a><br>Basketball season began- boys won their first game by 50 points<br><br>Students are testing currently- iredy and knowledge checks<br><br>Finance- writing grants- best grant to address HVAC system<br>21st century grant- focusing on academics before and after school<br>Cops grant- improving security in the building<br><br>Warning from the state- | 10 min      |

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|--------------------------|--|------------------|--|--------|
|                          |  |                  | <p>many schools in the area are receiving bomb threats<br/>There will be a bomb threat drill taking place soon at the school</p> <p>Admin have ensured that school communication methods are working properly</p>  |        |
| 5.3 School Board Reports |  | Any Board member | <p>Kavi- second SAC meeting on 12/4- unfortunately parent participation is very minimal- asking parents to follow the website to see when the next meeting is<br/>Next meeting is Feb. 26th in the elementary art room<br/>May 6th is the following date<br/>Both meetings will take place at 4:30</p> | 10 min |

6. Action Items

| <b>Agenda Item</b>  | <b>Action</b> | <b>Who</b> | <b>Materials/Documents for Review</b>  |       |
|---|---------------|------------|--|-------|
| 6.1 Follow up questions related to safety and accountability issues | Vote          | Z. Arslan  | B. Carlson is working on the document first before it is presented to Dr. Allen<br>Board will direct document to B. Carlson first  | 5 min |
| 6.2 Executive Director Job description                              | Vote          | Z. Arslan  | <p>HR and Board president worked on job description for Executive Director</p> <p>Looking for someone who has charter school experience</p> <p>Motion to approve job description: Zikri</p> <p>Kavi: Second</p> <p>Vote: Unanimous</p> | 5 min |

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|  |  |  | Will be sent to HR |       |
|  |  |  |                    | 5min  |
|  |  |  |                    | 5 min |

7. Discussion Items

| <b>Agenda Item</b>  | <b>Action</b>  | <b>Who</b> | <b>Materials/Documents for Review</b>   | <b>Time</b> |
|---|----------------|------------|---|-------------|
| 7.1 Whistle Blower Policy                                     | Discuss        | A. Kavi    | <p>Developed a whistle blower policy to ensure there is not retaliation from admin or other staff members</p> <p>B. Carlson- requests it should be just a discussion tonight<br/> -wants to make clear that this shouldn't be confused with the grievance process<br/> Ex: sexual harassment should not follow this policy<br/> -should be affirming for people to come forward without fear<br/> - requested to make some revisions and bring these back to the board in january</p> | 10 min      |
| 7.2 Lotus School for Excellence (LSE) 2023-2024 Parent Survey | Discuss/update | Z. Arslan  | <p>Parent survey is ready in english and spanish<br/> Dr. Allen will send 12/15 around 1pm</p>  | 10 min      |

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|--|--|--|--|--------|
|  |  |  | <p>Email from lotus will be sent to all parents</p> <p>Third party organization developed survey- completely anonymous</p> <p>There are currently no other languages than spanish and english-</p> <p>-multiple parents can submit for the same student- and separate responses by the the school levels</p> <p>Parents can also call in and share response</p> <p>Admin team will share on all platforms: ie: classdojo, seesaw, etc</p> <p>Parent Survey is available until January 12th</p> |        |
|  |  |  |  | 10 min |

8. Executive Session

| <b>Agenda Item</b>  | <b>Action</b>   | <b>Who</b> | <b>Materials/Documents for Review</b> | <b>Time</b> |
|---|---|------------|---------------------------------------|-------------|
| 8.1 Executive Session pursuant to CRS 24-6-402(4)(f) to discuss a personnel issue related to an employee grievance and CRS 24-6-402(4)(b) for the purpose of receiving legal advice related to a pending EEOC complaint against the School. | <p>Motion:<br/>Kavi</p> <p>Second:<br/>Zikri</p> <p>Vote:<br/>Unanimous</p> |            |                                       | 60 min      |
|   |   |            |                                       |             |
|   |   |            |                                       |             |

9. Next Steps

| <b>Agenda Item</b>                           | <b>Action</b> | <b>Who</b>      | <b>Materials/Documents<br/>for Review</b> | <b>Time</b> |
|--|---------------|-----------------|---|-------------|
| 5.1 Scheduling next board meeting            |               | Board President |   | 2 min       |
| 5.2 Request for agenda at next board meeting |               | Board President |   | 2 min       |