



**LOTUS SCHOOL FOR EXCELLENCE BOARD MEETING
Minutes**

Date: 08/08/2019

Time: 5:30 PM (Mountain Time)

Place: Executive Director's Office; 11001 E Alameda Ave Aurora, CO 80012

Board Members in attendance:

Mr. Don Knapp, President
Ms. Joe Peters, Treasurer
Mrs. Angela Velez-Reyes, Secretary
Mrs. Nuran Yilmas

Additional attendees:

Tim Farmer, Attorney
Mr. Bart Skidmore, CPA

Executive Director:

Mr. Michael Hecker

Agenda: (A motion was brought forth by Mr. Peters to approve the agenda and seconded by Mrs. Reyes. The Motion was put to a vote and the agenda was adopted)

- ✓ Call to order
- ✓ Pledge of allegiance
- ✓ Public comments: none
- ✓ LSE board minutes approval:
 - a motion was brought forth by Mrs. Reyes to approve the 5/2/19 minutes and Mr. Peters seconded it. The motion was put to a vote and unanimously approved.
 - A motion was brought forth by Mr. Peters to approve the 6/6/19 minutes and was seconded by Mrs. Reyes, The motion was put to a vote and unanimously approved.
- ✓ Board comments:
 - Mrs. Reyes attended the LSE staff CPI training and was impressed with the high level of participation from the staff and the positive approach for discipline from the program.
- ✓ LSE Financial Report (see the attached financial memo for more details):
 - LSE's is in a strong financial position heading into next week's



- audit.
- Don asked Bart how the board could improve in the area of finance. Bart suggested that the board be prepared for annual financial events such as audits, appropriation resolutions and budget deadlines.
 - Don will add these deadline dates to the board calendar.
- ✓ Executive Director's Report (see the attached memo for details)
- Mr. Hecker's highlights:
 - Building renovations are progressing well.
 - Mr. Knapp and Mrs. Reyes requested feed-back from Mr. Hecker concerning his professional development mentoring with MEG.
 - A science curriculum for the elementary school has been adopted this year.
- ✓ Action Items:
- A motion was brought forth by Mr. Knapp to delegate authority to the LSE Executive Director to appoint seven members to the School Advisory Committee (SAC) using statutory criteria. The motion was seconded by Mrs. Reyes and unanimously approved.
- ✓ Discussion Items:
- Mr. Peters and Mr. Hecker will attend the CLCS ED Evaluation training on November 2nd
 - Mr. Peters will present an Executive Director Evaluation tool at December's board meeting for the board to discuss / vote-on for future use.
 - The parent / staff SWOT Analysis Focus Groups will take place on August, 30th with Mr. John Brenza hosting the event at Lotus.
 - Mr. Brenza will collect the data add it to the boards SWOT analysis and report it back to the board so that the board can incorporate the data into the creation of LSE's Strategic Plan.
 - SAC will develop both a parent and a staff climate survey, with Mr. Knapp being part of the subcommittee.
 - Mr. Knapp will present the updated Board Calendar at the September's board meeting.
 - Friday, August 30th The Executive Director will introduce the LSE Board members to the staff at their 8:00am meeting.



- LSE School Board members will be in attendance at all three back to school nights as part of a school board “meet and greet.”
 - Mrs. Yilmas 8/13/19 3:30-5:30pm
 - Mrs. Reyes 8/14/19 5:30-7:30pm
 - Mr. Knapp 8/15/19 3:30-5:30
 - Mr. Peters and Mrs. Konuk TBD

- ✓ Tim’s Board Training (see the attached memo for details):
 - The Board training was on SAC
 - It is the law for schools to have a SAC
 - The purpose of SAC is to have a solid parent/community advisory committee for LSE.
 - The first meeting will be held September 5th from 5:30-7:00 and will meet approximately once per annual quarter.

The LSE Board President adjourned the meeting at 7:20pm

Board President:
Don Knapp

Board Secretary:
Angela Velez-Reyes
