

# DRAFT AGENDA

Children's Kiva Montessori Charter School  
**Board of Directors Regular Meeting**

Regular Board meeting(6:45 pm)  
Tuesday, November 28 · 6:45 – 8:45pm  
Time zone: America/Denver  
Google Meet joining info  
Video call link: <https://meet.google.com/rod-qibz-and>  
Or dial: (US) +1 620-412-8892 PIN: 406 415 084#

1. Call to Order (6:45 pm)
2. Roll Call

**Vision:** *Children's Kiva Montessori School is a place of vibrant and joyful learning where students are immersed in academic, emotional, and social growth on their way to becoming kind, confident, and engaged members of their communities.*

**Mission:** *Children's Kiva Montessori School builds a strong foundation for children. We challenge students through integrated curriculum; we work in supportive and engaging environments; we collaborate with one another; we embrace diversity; and, we explore our passions.*

**Montessori Moment/Robert's Rules –Robert  
Volunteer for next Montessori Moment (TBD at meeting) -**

3. Approval of Previous Minutes (7:00)
  - a. October 17, 2023 Regular BOD Meeting
4. Motion to Adopt Agenda (7:10)
5. Community Member Forum: Community members may use this time to speak to the board; three minute time cap please. For discussion(s) that may take more time please email the board at [bod@kivacharter.org](mailto:bod@kivacharter.org).
6. Staff Comments: three minute time cap please. For discussion(s) that may take more time please email the board at [bod@kivacharter.org](mailto:bod@kivacharter.org).
7. Reports/Discussion: (7:20)
  - a. BOD President -
    - i. Report
      1. Continue working on Strategic Plan goals
      2. Plan Board Retreat in January
      3. RECRUIT!
  - b. Individual BOD Reports
    - i. This is a time for BOD to report any outside networking, celebrations, questions or requests
  - c. Head of School - Lurleen

- i. Report
  - d. Finance Committee - Jolene
    - i. Report
  - e. Additional Committee Reports
    - i. Report
- 8. Actions (8:15)
  - a.
- 9. New Business
- 10. BOD Report for School Newsletter
  - a. Topic- Meet the Board
- 11. Community Member Forum: Community members may use this time to speak to the board; three minute time cap please. For discussion(s) that may take more time please email the board at [bod@kivacharter.org](mailto:bod@kivacharter.org).
- 12. Items for Future Agenda(s) – BOD President
  - a. Strategic Plan
- 13. Master Calendar(next 2 months)
  - i. November
    - 1. PD Plan to BOD HOS
    - 2. Annual Appeal HOS
    - 3. Presentation of Final Current Year Budget FD
    - 4. Auditor Presentation of Audit/990 FD
    - 5. Register for AMS FD
    - 6. Family Questionnaire Sac
    - 7. Capital Construction Request to CDE FD
    - 8. Staff Present Needs Staff
  - ii. December
    - 1. Register for CLC FD
    - 2. Mid Year Evaluations Staff
    - 3. Mid Year Notes Home to Parents HOS
    - 4. Decide when to send Parent Survey SAC
    - 5. Charter Application Due, if applicable HOS
    - 6. Review Mid Year Data Staff
    - 7. Mid Year Reporting to Parents Staff
    - 8. Mid Year Notes home to Parents Staff
    - 9. Begin Work on Next Years Calendar HOS
    - 10. System for Award Management (SAM) Cage # Renewal HOS
- 14. Calendaring
  - a. Upcoming events
    - i. December
  - b. Next BOD meetings
    - i. December work session?
    - ii. January retreat
- 15. Review all current action items –
  - a. Minutes from last year of BOD Meetings
  - b. Review Master Calendar with Cayce
- 16. Executive Session – *(If not necessary, delete item from agenda)*
- 17. Adjournment