

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
 - b. November 14, 2023 Work Session
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.
6. Staff Comments: three minute time cap please. For discussion(s) that may take more time please email the board at 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! Officer status.
 - 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. Staff/BOD gathering
 - i. Where
 - ii. When
- 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.
- 12. Items for Future Agenda(s) – BOD President
 - a. Strategic Plan
 - b. Surveys
- 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. Middle School Gallery November 30
 - ii. PTO-Parade of Lights? December 2
 - iii. PTO-Annual Appeal?
 - iv. Picture re-takes December 6
 - b. Next BOD meetings
 - i. December work session?
 - ii. January retreat
- 15. Review all current action items –
 - a. Sign letter of recommendation for Charter
 - b. Minutes from last year of BOD Meetings

- c. Review Master Calendar with Cayce
- 16. Executive Session – *(If not necessary, delete item from agenda)*
- 17. Adjournment