

DRAFT AGENDA

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

Regular Board meeting(6:45 pm)
Thursday, January 25 · 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 –Jolene Volunteer for next Montessori Moment (TBD at meeting) -

3. Approval of Previous Minutes (7:00)
 - a. November 28, 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.
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 February
 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. Board Member swearing in (2)
 - b. Budget Approval
- 9. New Business
- 10. BOD Report for School Newsletter
- 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. January
 - 1. Report on Mid Year Evals of Staff HOS
 - 2. Adjust Yearly Goals if Needed HOS
 - 3. Adjust Yearly Goals if Needed FD
 - 4. Review/Revise Enrollment Process HOS
 - 5. Report on Mid Year Testing HOS
 - 6. Board Retreat BOD
 - 7. Approve Revised Annual Budget FD
 - 8. Begin working next years budget FD
 - 9. Kindergarten transition planning HOS/SAC
 - 10. Determine Staff budgetary needs for Next Year Staff
 - 11. Quarterly Payroll Reports FD
 - 12. Adjust Yearly Goals if Needed Staff
 - 13. Quarterly Check in with Self HOS
 - 14. Student Population Estimates for Next Year HOS
 - 15. Begin Training Calendar for Summer and Fall Staff
 - 16. Intent to Re-Enroll/Registration(November review intent, enroll, registration process)/pre-register in Spring? HOS
 - 17. Finalize UIP based on Mid Year Testing SAC
 - 18. Review Progress Monitoring Data SAC
 - 19. Send out Parent Survey SAC
 - 20. Adjust personal Goals based on Mid Year Review Staff
 - 21. re-forecast and/or re-appropriate the budget. FD
 - 22. Salary Schedule FD
 - 23. Calendar Presentation for Next School Year HOS
 - 24. Letter of Intent HOS BOD
 - 25. Final HOS Evaluation HEC
 - ii. February
 - 1. CLC Conference BOD
 - 2. Approve UIP HOS
 - 3. Finalizing Next Years Budget FD
 - 4. Review Family Survey Results SAC
 - 5. Finalize Calendar HOS
 - 6. Assurances for CBI's Background check(every 3 years/last was 2022 HOS
 - 7. Letter of Offer HOS BOD

14. Calendaring
 - a. Upcoming events
 - i.
 - ii.
 - b. Next BOD meetings
 - i. February Retreat
15. Review all current action items –
 - a.
16. Executive Session – *(If not necessary, delete item from agenda)*
17. Adjournment