

# DRAFT AGENDA

## Children's Kiva Montessori Charter School Board of Directors Work Session

Work session (6:00 pm)  
Tuesday, May 14th, 2024 · 6:00 – 8:00 pm  
Time zone: America/Denver  
Google Meet joining info  
Video call link: [meet.google.com/rod-qibz-and](https://meet.google.com/rod-qibz-and)  
Or dial: (US) +1 620-412-8892 PIN: 406 415 084#

- I. Work Session: (6:00 PM)
  - a. Connection Circle (Megan) [Ideas for Circle Questions](#)
  - b. **Volunteer for next Connection Circle**
  - c. Enrollment Update
  - d. Review Bylaws
  - e. BOD Self Review
    - i. [2023-2024 Board Self Evaluation](#)
  
- II. Items for Future Agenda(s) – BOD President
  - a. HOS Contract
    - i. Finalize and sign at next meeting
  - b. HOS Mid-Year Evaluation
    - i. Review at next meeting
  
- III. Master Calendar (current month and next month)
  - a. May
    - i. Review Bylaws BOD
    - ii. Determine Visa Status and Needs HOS
    - iii. Graduation Ceremony HOS
    - iv. Determine Additional Appropriations FD
    - v. End of Year Start Testing Review HOS
    - vi. Send Final Budget for Next Year to RE-1 FD
    - vii. End of Year Reviews with Staff HOS
    - viii. Contract/Non-Renewal HOS
    - ix. End of Year Progress Monitoring Review SAC
    - x. Begin Working on Next Year's Goals STAFF
    - xi. End of Year Progress Monitoring Review STAFF
    - xii. Check for State Feedback on UIP HOS
  - b. June
    - i. Final Reflection - Current Goals Hiring Committee
    - ii. Create HOS Goals and 360 Schedule Hiring Committee
    - iii. Compliance with Financial Transparency FD
    - iv. Close Open Enrollment (this is on the master calendar, but I don't think it is accurate. Also, it does not have an owner.)
    - v. Employee Handbooks for Next School Year HOS
    - vi. Parent-Student Handbook for Next School Year HOS
    - vii. Approve Final Budget FD

- viii. Approve Initial Appropriation      FD
- ix. Approve Final Appropriation/Adopt Board Resolution      FD
- x. Review/Change Bylaws *if applicable*      BOD
- xi. Policy Updates      HOS
- xii. Audit Preparation      FD
- xiii. Close Books      FD
- xiv. Prepare New Books      FD
- xv. Begin Planning Logistics for Next School Year      HOS
- xvi. Review Master Calendar for Next Year      HOS & EC
- xvii. Approve Update to Strategic Plan      BOD

IV.    Calendaring

    a.    Upcoming events

    b.    Next BOD meetings

- i.    May 28, 2024 - Regular Board Meeting
- ii.    June 11, 2024 - Work Session

V.    Adjournment