

DRAFT AGENDA

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

Work session (6:45 pm)
Tuesday, September 12, 2023 · 6:45 – 8:30pm
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#

- I. Work Session: 6:45 PM
 - a. Connection Circle (Susan Miller) [Ideas for Circle Questions](#)
 - b. **Volunteer for next Connection Circle(TBD at meeting)**
 - c. Annual Appeal Letter- Marque (\$30K), Swingset (grant \$5K), Loose Parts Playground (\$optional), Parking Lot (\$400K)
 - d. Strategic Plan Review
 - i. [Organizational Sustainability: Finance and Facilities](#)
 1. Finance
 2. Facilities
 - e. Handbooks review
 - i. Parent and Employee handbook Nutritional Info update
 - ii. Employee handbook PTO update
 - f. UIP review
 - i. [SPF 2023 review](#)
 - ii. Summary
 - g. Website
 - i. How to address
 - h. BOD training
 - i. BOD transition
 - i. New Members
 1. Sarah Collins, nomination September 26
 2. Susan Fryhover
 3. ?
 - ii. Officers
 1. Bank Resolution
- II. Items for Future Agenda(s) – BOD President
 - a. Charter Application
 - i. Review at October work session
 - ii. Vote for approval October regular meeting
 - b. Master Calendar(next 2 month)
 - i. September
 1. Apply for Best Grant (due in November)(HOS)
 2. CLC Conference Early Bird Registration(BDC)
 3. Letter Home regarding Normalization(HOS)
 4. Audit is Complete(HOS)
 5. Visions Ready for Pipeline(BM)
 6. Checklists for Family Check ins(HOS)

- 7. Quarterly Check in with Self and BOD(HOS)
- 8. [Montessori Peace Around the World Event](#) (Sept 21)(HOS)
- 9. Begin Next Year's Budget(HOS/FC)
- 10. MD&A Written and Approved(FC)
- 11. Approve Goals from staff or re-create(SAC)
- 12. Evaluate student BOY benchmark testing(staff)
- 13. Goals for the Year(PTO)
- 14. Letters Home to Families(staff)
- ii. October
 - 1. Re-Evaluated Personal Goals HOS
 - Annual Appeal Letter HOS
 - Charter Renewal HOS
 - Re1's Annual Review of Charter HOS
 - Policy Updates HOS
 - October Count (October 2) HOS
 - NWEA Testing Review HOS
 - Updated Budget Using October Count FD
 - Observe staff in preparation for mid-year evaluation HOS
 - Review Annual Audit FD
 - Audit Presentation FD
 - Prepare Parent/Teacher Conferences Staff
 - Academic Progress Monitoring Review SAC
 - Approve UIP HOS
- III. Calendaring
 - a. Upcoming events
 - i.
 - b. Next BOD meetings
 - i. Regular Meeting 9/26/2023
- IV. Review all [follow up items](#) – BOD Secretary
- V. Adjournment (9:30)