

DRAFT AGENDA

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

Regular Board meeting(6:45 pm)
Tuesday, October 24 · 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#

- I. Call to Order (6:45 pm)
- II. 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 –Karen
Volunteer for next Montessori Moment (TBD at meeting) -**

- III. Approval of Previous Minutes (7:00)
 - a. August 1, 2023 Special Meeting
 - b. August 22, 2023 Regular Work Session and Board Meeting
 - c. September 12, 2023 Work Session
 - d. September 14, 2023 Special Meeting
- IV. Motion to Adopt Agenda (7:20)
- V. 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.
- VI. Staff Comments: three minute time cap please. For discussion(s) that may take more time please email the board at bod@kivacharter.org.
- VII. Reports/Discussion: (7:30)
 - a. BOD President -
 - i. Report
 - 1. Continue working on Strategic Plan goals
 - 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
- VIII. Actions (8:15)
 - a. Approve Employee Handbook
 - b. Approve Student/Family Handbook
 - c. Nomination of Sarah Collins
- IX. Master Calendar(this month and remaining from previous months)
- X. New Business
- XI. BOD Report for School Newsletter
 - a. Topic
 - b. Volunteer?
- XII. 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.
- XIII. Items for Future Agenda(s) – BOD President
 - a. Master Calendar(next 2 months)
 - 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
 2. Annual Appeal Letter HOS
 3. Charter Renewal HOS
 4. Re1's Annual Review of Charter HOS
 5. Policy Updates HOS
 6. October Count (October 2) HOS
 7. NWEA Testing Review HOS
 8. Updated Budget Using October Count FD
 9. Observe staff in preparation for mid-year evaluation HOS
 10. Review Annual Audit FD

- 11. Audit Presentation FD
- 12. Prepare Parent/Teacher Conferences Staff
- 13. Academic Progress Monitoring Review SAC
- 14. Approve UIP HOS

XIV. Calendaring

- a. Upcoming events
 - i. Event, Date

- b. Next BOD meeting
 - i. October 10, 2023 Work Session
 - ii. October 24, 2023 Regular Meeting * Conflicts with District special meeting

XV. Review all current action items – BOD Secretary, Megan

XVI. Executive Session – *(If not necessary, delete item from agenda)*

XVII. Adjournment