





DRAFT AGENDA

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

Work session (6:00 pm)
Tuesday, June 11th, 2024 · 6:00 – 8:00 pm
Time zone: America/Denver
Google Meet joining info
Video call link: 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 (Susan) [Ideas for Circle Questions](#)
 - b. **Volunteer for next Connection Circle**
 - c. Enrollment Update
 - d. Wage Scale
 - i.  Draft Kiva 2024-25 Salary Schedule.xlsx
 - ii.  Kiva 2023-24 Salary Schedule.xlsx
 - e. Check Signatories
 - f. Review Bylaws
 - i.  Kiva Montessori Bylaws Revised 08.24.21.pdf
 - ii.  Draft Revised Bylaws for August 2022
- II. Items for Future Agenda(s) – BOD President
- III. Regular Board Meeting: (7:00 PM)
 - a. Call to Order
 - b. 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) -**

- c. Approval of Previous Minutes (7:10 PM)
- d. Motion to Adopt Agenda (7:15 PM)
- e. 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.
- f. Staff Comments: Three minute time cap please. For discussion(s) that may take more time, please email the board at bod@kivacharter.org.

- g. Reports/Discussions: (7:30 PM)
 - i. BOD President
 - 1. Report
 - ii. Individual BOD Reports
 - 1. This is a time for BOD to report any outside networking, celebrations, questions or requests
 - iii. Head of School - Lurleen
 - 1. Report
 - iv. Finance Committee - Karen/Jolene
 - 1. Report
 - v. Additional Committee Reports
 - 1. Report
- h. Actions (7:45 PM)
 - i. Approve 2024-2025 salary schedule
- i. New Business
- j. BOD Report for School Newsletter
- k. 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.

IV. Master Calendar (current month and next month)

- a. June
 - i. Final Reflection - Current Goals Hiring Committee
 - ii. Create HOS Goals and 360 Schedule Hiring Committee
 - iii. Compliance with Financial Transparency FD
 - iv. Employee Handbooks for Next School Year HOS
 - v. Parent-Student Handbook for Next School Year HOS
 - vi. Approve Final Budget FD
 - vii. Approve Initial Appropriation FD
 - viii. Approve Final Appropriation FD
 - ix. Adopt Board Resolution BOD
 - 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
- b. July
 - i. Assurances for Audit and RE-1 BOD
 - ii. Annual Meeting BOD
 - iii. Approve Bylaws BOD
 - iv. Update Bank Resolution (if needed) BOD
 - v. New Books are Ready to Open FD
 - vi. Previous Books are Ready to Close FD
 - vii. Quarterly Payroll Reports FD

V. Calendaring

- a. Upcoming events

- i. Table in Parking Lot for Celtic Fair

- b. Next BOD meetings

- i. July 9, 2024 - Work Session

- ii. July 23, 2024 - Regular Board Meeting

VI. Adjournment