

DRAFT AGENDA

Children's Kiva Montessori Charter School
Board of Directors Meeting

Regular Board meeting(6:00 pm)
Tuesday, May 28 · 6:00 – 8:30pm
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 (6:00 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 –
Volunteer for next Montessori Moment (TBD at meeting) -**

III. Approval of Previous Minutes

- a. [Draft Minutes for Regular Board Meeting 2024.04.23](#)
- b. [05/14/2024 BOD Work Session Minutes DRAFT](#)

IV. Motion to Adopt Agenda

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:

- a. Finance Committee - Natasha
 - i. Report
- b. Head of School - Lurleen
 - i. Report
- c. BOD President - Jolene
 - i. Review bylaws
 1. [Kiva Montessori Bylaws Revised 08.24.21](#)

- 2. <https://battlerockschool.org/our-board>
 - ii. Board succession planning
 - d. Individual BOD Reports
 - i. This is a time for BOD to report any outside networking, celebrations, questions or requests
 - e. Additional Committee Reports
 - i. Report
- VIII. Executive Session – Move to Executive Session pursuant to C.R.S. §24-6-402(4)(f)(I) to discuss Personnel matters, specifically to review and discuss the Head of School 23-24 performance evaluation and 2024-2025 HOS offer letter.
- IX. Actions
- a. Approve HOS offer letter for 2024-2025 school year
 - b. Approve final budget for 2024-2025 school year
- X. Master Calendar(this month and remaining from previous months)
- 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-Renwal 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. 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
- XI. New Business
- XII. BOD Report to Kiva Konnect Newsletter

- XIII. 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.
- XIV. Items for Future Agenda(s) – BOD President
 - a. June
 - i. Review/change bylaws
 - ii. Adopt BOD resolution
 - iii. Approve update to strategic plan
- XV. Calendaring
 - a. Upcoming events
 - i.
 - b. Next BOD meetings
 - i. June 11, 2024, work session at 6:00 pm
 - ii. June 25, 2024, regular BOD meeting at 6:00 pm
- XVI. Review all current action items – BOD Secretary, Megan
- XVII. Adjournment