

DRAFT AGENDA

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

Regular Board Meeting (6:00 pm)
Thursday, August 27th · 6:00 – 8:00pm
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. **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.*

Connection Circle - **Susan**
Volunteer for next Connection Circle (TBD at meeting)-

Montessori Moment – **Lurleen**
Volunteer for next Montessori Moment (TBD at meeting) -

III. **Approval of Previous Minutes** (6:15 pm)

- a. August 13, 2024 Work Session
- b. July 16, 2024 Annual Board Meeting

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:** (6:25 pm)

- a. Finance Committee - Natasha & Karen
 - i. Report
- b. Head of School - Lurleen
 - i. Report

c. Additional Committee Reports

i.

d. Individual BOD Reports

i. This is a time for BOD to report any outside networking, celebrations, questions or requests

VIII. **Actions (7:15)**

IX. **New Business**

X. **BOD Report to Kiva Konnect Newsletter**

a. Topic

b. Volunteer?

XI. **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.

XII. **Items for Future Agenda(s) –**

a. Master Calendar(next 2 month)

i. August

- | | | |
|---|------------------|-----|
| 1. Continue Enrollment and New Registration | HOS | |
| 2. Staffing Review from HOS | HOS | |
| 3. Testing Calendar from HOS | HOS | |
| 4. Approve Communication Pathways | HOS | |
| 5. Approve HOS Evaluation Tool | Hiring Committee | |
| 6. Charter Renewal | HOS | |
| 7. Financial Statements Updated to Audit | FD | |
| 8. Audit and Financials Uploaded | FD | |
| 9. Review Goals From Staff | | SAC |
| 10. Audit is completed | FD | |
| 11. Initial Billing to Families | FD | |
| 12. Employee Goals and 360 Schedule | HOS | |
| 13. Welcome Letter to Families | HOS | |
| 14. Begin UIP Process | SAC | |
| 15. Elect Officers | PTO/SAC | |
| 16. All Staff Welcome Back Event | HOS | |
| 17. Assign Mentor Families | PTO | |

ii. September

- | | | |
|--|-------|--|
| 1. Apply for Best Grant (Due in November) | HOS | |
| 2. CLC Conference Early Bird Registration | BOD | |
| 3. Letter Home Regarding Normalization | HOS | |
| a. Note says to move to March? | | |
| 4. Audit is Complete | FD | |
| 5. Visions Ready for Pipeline | FD | |
| a. Are we doing this still or just straight Visions? | | |
| 6. Checklists for Family Check-Ins | HOS | |
| 7. Quarterly Check-In with Self/BOD | HOS | |
| 8. Quarterly Check-In with HOS/Staff | Staff | |
| 9. Montessori Peace Around the World Event | Staff | |
| 10. Begin Next Year's Budget | FD | |
| 11. MD&A Written and Approved | FD | |
| 12. Approve Goals from Staff or Re-Create | SAC | |

- 13. Evaluate Student BOY Benchmark Testing Staff
- 14. Goals for the Year PTO
- 15. Letters Home to Families Staff
 - a. Note says to move to January?

XIII. **Calendaring**

- a. Upcoming events
 - i. September 5, 2024 - First PTO/SAC meeting at 4pm
 - ii. Career fair & red ribbon week (anti-drug awareness)
- b. Next BOD meeting
 - i. September 10, 2024 - Work Session
 - ii. September 24, 2024 - Board Meeting

XIV. **Review** all follow-up items – BOD Secretary, Megan

XV. **Adjournment** (7:45 pm)