



1815 E 63rd St
Kansas City, MO 64130
www.BrooksideCharter.org



Phone: 816-531-2192

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BSDS, Inc dba Brookside Charter School

MINUTES
June 27, 2022
5:30 pm

BCS Library and/or Join with ZOOM

<https://us02web.zoom.us/j/82127625843>

Directors Present: K. Kohring, V. Miller, Dr. K. Dixon (arrived at 5:37 pm) **Virtual:** E. Sipes, J. LaSalle, K. Dennis, S. Twyman, T. Price **Directors Absent:** D. Saffold, **Guests Present:** R. Offield, J. George, K. Sales, **Virtual:** P. Greenwood, N. Freeman, R. Hake, R. Duguid, T. Cooke, T. Baston, J. Smith

1. Opening Items

a) Record Attendance and Guests

b) Call the Meeting to Order

- i. E. Sipes called the meeting of the board of directors of Brookside Charter School to order on Monday, June 27, 2022 at 5:30 pm in the library at Brookside Charter School and via Zoom

c) Motion to accept the agenda

- i. Move #8 – Superintendent Evaluation Review on Agenda to #5 on the Agenda
- ii. V. Miller made a motion to accept the agenda with the update
- iii. K. Kohring seconded the motion
- iv. The board VOTED to approve the motion – Approved

d) Approval of Board of Director minutes

- i. V. Miller made a motion to approve the minutes from the BSDS, Inc. dba Brookside Charter School on 5-23-2022.
- ii. K. Kohring seconded the motion
- iii. The board VOTED to approve the motion – Approved

e) Visitors Comments and Addressing Agenda Items

- i. No Visitor Comments



2. Financial Committee Report

a) EdOps Dashboard – **Need Board Approval**

- i. P. Greenwood presented the month's financial status. Providing information on revenue, expenses, days of cash and changes expected from state aid. Provided in board packet.
- ii. V. Miller motioned to approve the Financial Report within the EdOps Dashboard as present
- iii. S. Twyman seconded the motion
- iv. The board VOTED to approve the motion – Approved

Dr. K. Dixon arrived at 5:37 pm

b) Check Registry – **Need Board Approval**

- i. V. Miller presented to the Board of Directors the Check registry
- ii. V. Miller made a motion to approve the check registry A presented
- iii. K. Kohring seconded the motion
- iv. The board VOTED unanimously to approve the motion - Approved

3. Superintendent Evaluation Review – Nick Freeman, Innovare (change to the Agenda)

a) N. Freeman presented information about the Superintendent Evaluation Review

- i. 14 Submissions
- ii. Summary of Competencies and Yearly comparisons
- iii. Overall positive increases

4. Governance Committee Update – E. Sipes

a) Governance updates presented by E. Sipes

- i. Superintendent Contract is Final
 1. Will discuss in Closed Session

5. Development Committee Update – K. Sales

a) K. Sales presented the Development Committee updates

- i. Golf Tournament



1. Raised around \$68,290

- a. Waiting on invoices and Auction House totals

2. Anticipating that \$75,000 will be final total raised from the golf tournament

ii. Other Grants

1. Kauffman Equity Grant

- a. Allowed to apply for \$300,000 over 2 years. If awarded, will receive \$150,000 in August 2022

2. Kauffman Individual Schools Grant

- a. \$50,000 for year 2

3. School Smart KC – Focus Learning Grant

- a. Awarded \$57,000 for 2 years

4. Baptist Trinity Lutheran Grant

- a. Awarded \$5200 for CPR training

iii. Annual Appeal

1. 100% of Board has donated

2. 86% of Administrators have donated

3. 32% of Staff have donated

iv. FEMA funding

1. Submitted 5th FEMA application for \$72,886

6. Academic Committee Report – Dr. Kerry Dixon

- a) Dr. K. Dixon presented the Academic Committee updates

i. No Updates (waiting on EdOps)

7. Superintendent's Report – Roger Offield

- a) 2022-23 Enrollment

i. Enrollment is at 87.4%

i. 634 as of 6/27/2022

- ii. Virtual Option – only 4 are completely enrolled. Have 9 not complete.

- b) 2022-23 Employee Handbook Draft



- i. Reviewing Handbook – there are not a lot of changes
 - ii. Will need approval in July
 - iii. Draft will be shared with the board
- c) 2022-23 Family Handbook Draft
 - i. Reviewing Handbook – there are not a lot of changes
 - ii. Will need approval in July
 - iii. Draft will be shared with the board
- d) Charter Renewal Update
 - i. Continuing to work on Charter Renewal
 - ii. Will send copy to Board
 - iii. Sent to Commission to review
- e) NTS Property Update
 - i. Discussed the option of obtaining the Nazarene Theological Seminary commons property
 - ii. Granted permission to explore more about Foundation and NTS property
- f) Instructional Model 2023-24
 - i. Presented by R. Offield
 - i. Working on developing a Planning Committee of Staff
 - ii. Will survey staff and families
- g) Board Calendar and Agenda 2022-2023 – **Need Board Approval**
 - i. Presented by R. Offield

July	7/25/2022	January	1/30/2023
August	8/22/2022	February	2/27/2023
September	9/26/2022	March	3/27/2023
October	10/24/2022	April	4/24/2023
November	11/28/2022	May	5/22/2023
December	12/19/2022	June	6/26/2023



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- ii. K. Kohring made a motion to approve the Board Calendar and 2022-23 Agenda as presented
- iii. V. Miller seconded the motion
- iv. The board VOTED unanimously to approve the motion

8. Approved Motion to adjourn

- a) Dr. K. Dixon made a motion to adjourn the meeting
- b) J. LaSalle seconded the motion
- c) The board VOTED unanimously to approve the motion. – Approved
- d) There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:23 pm
- e) **Motion for Closed Session**
- f) Dr. K. Dixon made a motion to go into Closed Session
- g) J. LaSalle seconded the motion
- h) The board VOTED unanimously to approve the motion. - Approved

Next Meeting - Monday, July 25, 2022



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Attending Meetings of the Board of Director

Visitors are welcome to attend the open sessions of the meeting of the Board of Directors. Members of the Board of Directors and Brookside Administration are the participants during these meetings.

Procedures for Petitioning the Board of Directors

1. If the issue/concern involves the classroom, meet with your child's teacher. If the problem is not resolved, contact the Administration.
2. If the issue/concern involves the daily operation of the school, contact the Administration.
3. If the issue/concern involves school policy (Family Handbook), contact the Board of Directors following these procedures:
 - a. Submit a one-page brief of the issue. Briefs to the Board of should be sent to Brookside Charter School.
 - b. The Board of Directors will respond. Responses could be inclusion on the agenda for a Board of Director's meeting, or a written reply, or a referral to the Administration.
4. Guidelines for Speaking at a Board Meeting
 - a. Visitor's Comments

Each regular business meeting opens with an opportunity for visitors to make comments to the board. Persons who wish to address any subject concerning education may do so at this time. The board president will call the meeting to order and then ask for comments from the audience. Patrons are asked to keep their remarks concise. This portion of the meeting shall not exceed one-half hour and those addressing the board are asked to limit their remarks.

b. Addressing Agenda Items

A person wishing to address an item on the official agenda during the business portion of the meeting must complete a request form, these forms are located as you enter the board room. The form is to be completed and returned to the Board Secretary/Clerk prior to the start of the meeting. Persons may speak only once on an agenda item and for no more than three minutes without consent of the board. In the event board members agree that the normal flow of business is being unnecessarily delayed, they may, by majority vote, waive public participation.

The above information is part of the Family Handbook. Families are given a copy of the Family Handbook.