



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



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## **BSDS, Inc dba Brookside Charter School**

**MINUTES**  
**April 24, 2023**  
**5:30 pm**

**WE WILL NOT MEET IN PERSON, WE WILL MEET VIRTUALLY**

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

**Directors Present:** Eric Sipes, Vicki Miller, Kerry Dixon, Kiva Dennis, Sherry Twyman, Jason LaSalle **Directors**

**Absent:** DiAnna Saffold, Tiffany Price **Guests Present:** Kelly Sales, Roger Offield, Katie Hendricks, Rebecca Duguid

1. Opening Items
  - a) Record Attendance and Guests
  - b) Call the Meeting to Order
    - i. Dr. Eric Sipes called the meeting of the board of directors of Brookside Charter School to order on Monday, April 24 at 5:30pm via Zoom.
2. Motion to accept the agenda
  - a) Jason LaSalle motioned to accept the agenda.
  - b) Vicki Miller seconded the motion
  - c) The board voted to approve the motion - Approved
3. Approval of Board of Director minutes
  - a) Sherry Twyman motioned to approve the minutes from the Brookside Charter School board of directors meeting on March 27, 2023.
  - b) Dr. Kerry Dixon seconded the motion
  - c) The board voted to approve the motion - Approved
4. Visitors Comments and Addressing Agenda Items
  - a) No visitors comments.
5. Committee Report Review
  - a) Roger shared the agenda items and dates for monthly Board Committee Meetings (Governance, Finance, Academics, Development.)
6. Financial Committee Report - EdOps

**Posted 4/21/2023**  
**Front Lobby, Website, and District Calendar**



- a) **EdOps Dashboard – Need Board Approval**
  - a. Anne Schaffa reviewed the month's financial status. Providing information on revenue, expenses, days of cash and changes expected from state aid. Provided in board packet.
  - b. Vicki Miller motioned to approve the financial report within the EdOps Dashboard as presented.
  - c. Jason LaSalle seconded the motion.
  - d. The board voted to approve the motion - Approved
- b) **Check Registry – Need Board Approval**
  - a. Vicki Miller presented the Check Registry.
  - b. Vicki Miller motioned to approve the check registry as presented.
  - c. Sherry Twyman seconded the motion.
  - d. The board voted to approve the motion - Approved
- 7. **Governance Committee Report –E.Sipes**
  - a) Dr. Eric Sipes presented that he would share updates during closed session.
- 8. **Academic Committee Report – K. Dixon**
  - a) Dr. Kerry Dixon shared notes from the Academic Committee including:
    - i. MAP Season coming up
    - ii. Motivational Monday May 1, 8 & 15 – All Board Members invited
    - iii. Evaluate scores for 2<sup>nd</sup>-8<sup>th</sup> Grades
- 9. **Development Committee Report – K. Sales**
  - a) Kelly Sales gave an update on the Play it Forward campaign, Teacher Appreciation Week, the Golf Tournament and Enrollment for the 2023/24 school year.
- 10. **Superintendent's Report – Roger Offield**
  - a) Enrollment 22-23/Attendance
    - a. 713 Students, 90% Attendance
  - b) Enrollment and Staffing 2023-24
    - a. Enrollment is 93% filled for 23/24SY



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- c) Superintendent Evaluation (REVIEW)
  - a. Coming to Board Members' emails this week – Due May 22
- d) BOE Training Videos
  - a. Complete Module 4 prior to May board meeting
- 11. Motion to adjourn
  - a) Vicki Miller motioned to adjourn
  - b) Jason LaSalle seconded the motion
  - c) The board voted to approve the motion - Approved
- 12. Enter Closed Session

**Next Meeting - Monday, May 22, 2023**

### **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

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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.