



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



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

**MINUTES**  
**April 25, 2022**  
**5:30 pm**

### **BCS Library and/or Join with ZOOM**

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

**Directors Present:** V. Miller, S. Twyman, Dr. K. Dixon (5:50 pm), **Virtual:** K.Kohring, D. Saffold, J. LaSalle, E. Sipes (6:02 pm), K. Dennis (6:03 pm), **Directors Absent:** T. Price, **Guests Present:** R. Offield, K. Sales, Virtual: A. Schaffa, J. George, D. Wiley, R. Duguid, S. Mitchell, K. Bruns, E. Twyman-Brown, A. Heiserman

### **1. Opening Items**

#### **a) Record Attendance and Guests**

#### **b) Call the Meeting to Order**

- i. K. Kohring called the meeting of the board of directors of Brookside Charter School to order on Monday, April 25, 2022 at 5:33 pm in the library at Brookside Charter School and via Zoom

#### **c) Motion to accept the agenda**

- i. V. Miller made a motion to accept the agenda
- ii. S. Twyman seconded the motion
- iii. The board VOTED to approve the motion – Approved

#### **d) Approval of Board of Director minutes**

- i. S. Twyman made a motion to approve the minutes from the BSDS, Inc. dba Brookside Charter School on 3-28-2022.
- ii. J. LaSalle 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. A. Schaffa presented the month's financial status. Providing

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information on revenue, expenses, days of cash and changes expected from state aid. A. Schaffa explained that there will be no impact on BCS from the newly approved emergency rule and other financial updates. Provided in board packet.

- ii. V. Miller motioned to approve the Financial Report within the EdOps Dashboard as presented
- iii. S. Twyman seconded the motion
- iv. The board VOTED to approve the motion – Approved

Dr. K. Dixon joined the meeting at 5:50 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 as presented
- iii. Dr. K. Dixon seconded the motion
- iv. The board VOTED unanimously to approve the motion – Approved

3. **Governance Committee Update – K. Kohring**

a) Governance updates presented by K. Kohring

- i. Making progress on the Superintendent
- ii. Will discuss in closed session

4. **Development Committee Update – K. Sales**

a) K. Sales presented the Development Committee updates

- i. Development dashboard was presented
- ii. Kamilah Lee, Family Service Director worked on the American Rescue Plan – Homeless & Transportation

- 1. Awarded \$100,000

iii. Play It Forward Platform

- 1. 65 new donors
- 2. A lot of Staff involvement

iv. Legacy Event

- 1. The development committee is starting to work on the Legacy Event, which occurs in the Fall

v. FEMA

5. **Academic Committee Report – Dr. Kerry Dixon**



- a) Dr. K. Dixon presented the Academic Committee updates
  - i. Discussed test scores, priorities, and other academic goals

E. Sipes joined the meeting at 6:02 pm

K. Dennis joined the meeting at 6:03 pm

## 6. Superintendent's Report – Roger Offield

- a) 2022-23 Enrollment
  - i. Enrollment is at 71.2%
    - i. 516 as of 4/25/2022
    - ii. Will have virtual enrollment
      - 1. Virtual enrollment not included in total seats
  - ii. Summer School enrollment is at 138
- b) 2022-23 Staffing
  - i. 2022-23 budget presented by R. Offield
    - i. 85% staff retention
    - ii. Staffing models is included in the Leadership Retreat
    - iii. Currently hiring
      - 1. Assistant Principal
      - 2. SPED Director
- c) 2022-23 Budget
  - i. 2022-23 budget presented by R. Offield
    - i. Finance committee will have presentation ready for May BOD meeting
    - ii. Still planning on staffing and enrollment model
    - iii. Equitable funding
- d) Charter Renewal Update
  - i. R. Offield discussed Charter Renewal Updates with Board of Directors
    - i. May present renewal sooner to DESE
      - 1. Commission wants to present in October



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ii. Working on completing Charter by July or August,

1. Preferably have completed by June

7. Motion to adjourn

- a) V. Miller 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 6:24 pm

Next Meeting - Monday, May 23, 2022

### **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

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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.

*Sherry J. Arman,  
Sec*