



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



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

**Minutes**  
**February 27, 2023**  
**5:30 pm**

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

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

**Directors Present:** Dr. Eric Sipes, Vicki Miller, Kiva Dennis, Kraig Kohring, DiAnna Saffold (5:34p) **Virtual:** Sherry Twyman, Dr. Kerry Dixon, Jason LaSalle, Tiffany Price (5:33p) **Directors Absent:** none **Guests Present:** Kelly Sales, Roger Offield, Emily Twyman-Brown, Ryan Blake **Guests Virtual:** Katie Hendricks, Rebecca Duguid, Anne Schaffa, Leandra Putman, Katie Bruns, Jasmine George, Craig Frazier, Becca Bourdess, Shampayne Mitchell

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, February 27, 2022 at 5:31pm in the Library at Brookside Charter School and via Zoom.
2. Motion to accept the agenda
  - a) Vicki Miller motioned to accept the agenda.
  - b) Dr. Kerry Dixon seconded the motion
  - c) The board voted to approve the motion - Approved
3. Approval of Board of Director minutes
  - a) Kraig Kohring motioned to approve the minutes from the Brookside Charter School board of directors meeting on January 30, 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 – **NEW ITEM**
  - a) Roger shared the agenda items for monthly Board Committee Meetings

**Posted 2/23/2023**  
**Front Lobby, Website, and District Calendar**



(Governance, Finance, Academics, Development.)

6. Financial Committee Report - EdOps
  - 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. Kraig Kohring 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. Kiva Dennis seconded the motion.
    - d. The board voted to approve the motion - Approved
7. Governance Committee Report –E.Sipes
  - a) Dr. Eric Sipes presented that there weren’t any Governance Committee updates at this time.
8. Academic Committee Report – K. Dixon
  - a) Emily Twyman- Brown, Elementary Principal, reported on efforts towards progress monitoring and tutoring. She also informed the board of the Evaluate & MAP testing plan for the remainder of the school year.
9. Development Committee Report – K. Sales
  - a) Kelly Sales gave an update on the Play it Forward campaign and Enrollment for the 2023/24 school year.
10. Elementary School Update – E. Twyman-Brown
  - a) Emily Twyman-Brown gave an update on the following items: staffing, conferences, MAP test planning, PreK Graduation and possible Kindergarten retentions.
11. Middle School Update – R. Blake



- a) Ryan Blake gave an update on the following items: staffing, staff positions, principal's honor roll, High School Enrollment Night, reading WIG and summer school.
12. Superintendent's Report – Roger Offield
- a) Enrollment 22-23/Attendance/Enrollment 23-24
- a. Currently 718 enrolled students with average of 90% attendance
- b) Additions to the Board Policy 2023 Update – **Need Board Approval**
- a. Kraig Kohring motioned to approve the additional board policies as presented.
- b. Dr. Kerry Dixon seconded the motion.
- c. The board voted to approve the motion - Approved
- c) Staffing
- a. 124 out of 128 staff intend on returning for the 2023/24 school year.
- b. Roger Offield gave a hiring update.
- d) BOE Training for 2023
- a. The board will review Modules 1 & 2 to discuss at the March 27 board meeting.
13. Motion to adjourn
- a) Kraig Kohring motioned to adjourn
- b) Dr. Kerry Dixon seconded the motion
- c) The board voted to approve the motion - Approved
14. Enter Closed Session

**Next Meeting - Monday, March 27, 2023**

*Sherry L. Johnson Sec.*



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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.