



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



Phone: 816-531-2192

Fax: 816-756-3055



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

**MINUTES**  
**January 30, 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 (5:37p), Kraig Kohring (5:33p), DiAnna Saffold **Virtual:** Sherry Twyman, Dr. Kerry Dixon, Jason LaSalle, Tiffany Price (6:13p) **Directors Absent:** none **Guests Present:** Kelly Sales, Roger Offield **Guests Virtual:** Katie Hendricks, Rebecca Duguid, Anne Schaffa

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, January 30, 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) Jason LaSalle seconded the motion
  - c) The board voted to approve the motion - Approved
3. Approval of Board of Director minutes
  - a) Jason LaSalle motioned to approve the minutes from the Brookside Charter School board of directors meeting on December 19, 2022.
  - b) Dr. Eric Sipes 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 (Governance, Finance, Academics, Development.)

**Posted 1/27/2023**  
**Front Lobby, Website, and District Calendar**



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. Kraig Kohring motioned to approve the check registry as presented.
    - c. Vicki Miller 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) Dr. Kerry Dixon presented the Academic Committee report including McKinney Vento Tutoring, MAP Test schedule planning, and an overview of the next round of Evaluate Testing.
9. Development Committee Report – K. Sales
  - a) Kelly Sales presented the Development Committee report.
10. Superintendent’s Report – Roger Offield
  - a) Roger Offield shared that Brookside Charter School received their 5 year charter renewal on Tuesday, January 10<sup>th</sup> from the MO State Board of Education.
  - b) Enrollment 22-23/Attendance/Enrollment 23-24  
2023-2024 Budgeted Enrolment – **Need Board Approval**



- a. Roger Offield shared an update on current enrollment and plans for future enrollment.
- b. Kraig Kohring motioned to approve the 2023-2024 Budgeted Enrollment as presented.
- c. Vicki Miller seconded the motion.
- d. The board voted to approve the motion - Approved
- c) Board Policy 2023 Review/Update  
(Tuesday, February 7<sup>th</sup> & Thursday, February 9<sup>th</sup>) 5:30-7pm
  - e. Roger Offield invited Board Members to review board policy with staff.
- d) BCS Calendar 2023-24 – **Need Board Approval**
  - a. Kiva Dennis motioned to approve the check registry as presented.
  - b. Dr. Kerry Dixon seconded the motion.
  - c. The board voted to approve the motion - Approved
- e) NTS Update and 1800/1900 E. Meyer Blvd.  
TBD Special Meeting
- f) BCS Years of Service Stipend – **Need Board Approval**
  - a. Roger Offield shared the BCS Years of Service Stipend amounts to be paid on March 3, 2023.
  - b. Kraig Kohring motioned to approve the check registry as presented.
  - c. DiAnna Saffold seconded the motion.
  - d. The board voted to approve the motion - Approved
- g) BOE Training for 2023
  - a. Roger Offield shared the plan for Board Training moving forward.

11. Motion to adjourn

- a) Vicki Miller motioned to adjourn
- b) Kiva Dennis seconded the motion
- c) The board voted to approve the motion - Approved

*Sherry Ingram, Secretary*

Posted 1/27/2023

Front Lobby, Website, and District Calendar



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



Phone: 816-531-2192

Fax: 816-756-3055



Next Meeting - Monday, February 27, 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

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.

**Posted 1/27/2023**  
**Front Lobby, Website, and District Calendar**



1815 E 63rd St  
Kansas City, MO 64130  
[www.BrooksideCharter.org](http://www.BrooksideCharter.org)



Phone: 816-531-2192

Fax: 816-756-3055

