



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



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BSDS, Inc dba Brookside Charter School

MINUTES
March 28, 2022
5:30 pm

BCS Library and/or Join with ZOOM

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

Directors Present: E. Sipes, V. Miller, Dr. K. Dixon, K.Kohring **Virtual:** S. Twyman, T. Price, D. Saffold, K. Dennis, J. LaSalle, **Directors Absent:** N/A **Guests Present:** R. Offield, K. Sales, B. Bourdess, L. McDonald **Virtual:** A. Schaffa, R. Hake, J. George, T. Baston, R. Duguid, R. Blake, R. Hatton, S. Fox, D. Proctor, M. Brown, L. Putman, J. Hill, N. Young, E. Mynatt, J. Ferguson

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, March 28, 2022 at 5:35 pm in the library at Brookside Charter School and via Zoom

c) Motion to accept the agenda

Remove Board Approval for the 22-23 Budget

- i. K. Kohring made a motion to accept the agenda with the removal of the board approval for the 22-23 Budget
- ii. V. Miller seconded the motion
- iii. 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 2-28-2022.
- ii. Dr. K.Dixon 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 information on revenue, expenses, days of cash and changes expected from state aid.

Provided in board packet.

ii. K. Kohring motioned to approve the Financial Report within the EdOps Dashboard as presented

iii. V. Miller seconded the motion

iv. The board VOTED to approve the motion – Approved

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. K. Kohring seconded the motion

iv. The board VOTED unanimously to approve the motion – Approved

3. Governance Committee Update – E. Sipes

a) Governance updates presented by E. Sipes

4. Development Committee Update – K. Sales

a) K. Sales presented the Development Committee updates

i. Development dashboard was presented

ii. Play It Forward Platform

1. All monies raised will be matched by a certain percentage

2. Each Team can fundraise and receive an incentive

iii. BizTown

1. Student field trip

iv. 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

D. Saffold left meeting at 6:08 pm



6. Special Education Report - J. Hill
 - a) J. Hill introduced the Special Education staff and presented updates on the Special Education department.
 - i. Special Education Director – Judith Hill
 - ii. Special Education Staff
 1. Todd Baston – SPED Paraprofessional
 2. E. Mynatt – 5th Grade SPED
 3. S. Fox – 3rd Grade SPED
 4. N. Young – 4th Grade SPED
 5. L. Putman – K-2nd Grade SPED
 6. R. Hake – Elementary Self Contained
 7. M. Brown – 6-8th SPED ELA
 8. R. Hatton – 6-8th SPED Social Studies & Science
 9. 2 KCTR SPED Residents
7. Technology Report – B. Bourdess and L. McDonald
 - a) B. Bourdess and L. McDonald presented information and updates on Technology
 - i. B. Bourdess and L. McDonald – IT Co-Directors
 1. Bourdess – IT Systems & Programs
 2. McDonald – IT Hardware
8. Superintendent’s Report – Roger Offield
 - a) 2021-22 Enrollment
 - i. 21-22 enrollment is Steady
 - ii. 63 currently enrolled in Virtual
 - b) 2022-23 Enrollment
 - i. Open enrollment for new and existing families opened 3/28/2022
 - ii. Summer School enrollment is opened
 - iii. Undecided on Virtual for 2022-2023
 - i. If Virtual, students will stay virtual the entire school year
 - iv. 399 enrolled for 2022-23



- v. 55% of enrollment completed
- c) 2022-23 Budget (**Removed Need Board Approval as approved by BOD**)
 - i. 2022-23 budget presented by R. Offield
 - i. Salaries are not to exceed 6.25
 - 1. Salaries will drop from presented totals
 - ii. Discussed cost per student and funds received per student
 - iii. Discussed ESSER funds
 - 1. ESSER funds will gone, need to have stability without ESSER funds
 - 2. Space is limited
 - iv. KCPS MOU - unknown
 - v. Will review and present updated 2022-2023 budget for approval at a later date
 - vi. Leadership Retreat
 - 1. Comments about the Leadership Retreat and purpose was discussed by K. Dennis, D. Saffold, and R. Offield
 - d) Public Hearing - Tuesday, Apr 19, 2022 5:30 pm
 - e) Board Interview - Tuesday, April 19, 2022 6:30 pm
 - f) Charter Renewal Update
 - i. R. Offield discussed Charter Renewal Updates with Board of Directors
- 9. Motion to adjourn
 - a) Dr. K. Dixon made a motion to adjourn the meeting
 - b) S. Twyman 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 7:04 pm

Next Meeting - Monday, April 25, 2022

Posted 3/25/2022
Supt. Office, Front Lobby, and Website



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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.