



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 November 27, 2023 5:30 pm**

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

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

**Directors Present:** Dr. Eric Sipes, Kraig Kohring, **Virtual:** Sherry Twyman, Jason LaSalle, Vicki Miller, Dr. Kerry Dixon, Kiva Dennis (@5:59), DiAnna Saffold **Directors Absent:** Tiffany Price **Guests Present:** Kelly Sales, Roger Offield, Craig Frazier, Brian Witt, Ryan Hyams, Linsey Thomas, Tammy Collingsworth, Beth Radtke **Guests Virtual:** Jamie Berry, Chris Loria, Dan Cooley

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, November 27 at 5:31pm
2. Motion to accept the agenda
  - a) Sherry Twyman 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) Dr. Kerry Dixon motioned to approve the minutes from the Brookside Charter School board of directors meeting on Monday, October 30, 2023.
  - b) Sheery Twyman seconded the motion
  - c) The board voted to approve the motion - Approved
4. Visitors Comments and Addressing Agenda Items
  - a) No visitors comments.
5. Operations Update – Craig Frazier
  - a) Craig Frazier provided an update on Facilities, Food Service, and Cleaning.



- b) Activities Director – Brian Witt
  - i. Brian Witt provided an update on Athletics, Clubs, Field Trips and Carpool.
  - c) Transportation Director – Ryan Hyams
  - i. Ryan Hyams provided an update on the Transportation program.
6. Committee Report Review
- a) Roger shared the agenda items and dates for monthly Board Committee Meetings (Governance, Finance, Academics, Development.)
7. Financial Committee Report - EdOps
- a) EdOps Dashboard – **Need Board Approval**
    - a. Jamie Berry 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. Kraig Kohring motioned to approve the EdOps Dashboard as presented.
    - c. Vicki Miller seconded the motion.
    - d. The board voted to approve the motion - Approved
  - b) Check Registry – **Need Board Approval**
    - a. Jamie Berry presented the Check Registry. Provided in board packet.
    - b. Kraig Kohring motioned to approve the check as presented.
    - c. Vicki Miller seconded the motion.
    - d. The board voted to approve the motion - Approved
8. Academic Committee Report – Ed-Ops
- a) Chris Loria and Dan Cooley from EdOps presented the Ed-Ops Academic Report including data outlining the correlation between academics and student tenure.
9. Superintendent’s Report – Roger Offield
- a) Enrollment/Attendance –EAD Report
    - a. 714 students enrolled, 92% attendance
  - b) Audit Update
    - a. Roger Offield provided and update on the annual financial audit.



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



Phone: 816-531-2192

Fax: 816-756-3055



- c) 403b/457b Plan Amendments
    - a. Roger Offield informed the Board of some adjustments to staff 403b/457b plans.
  - d) IntraFi – Sweep/CD
    - a. Roger Offield provided a financial update on IntraFi.
  - e) Expansion Update
    - a. Roger Offield Provided an update on 1800/1912 E Meyer Blvd. & Research Medical Center (HCA).
10. Motion to adjourn
- a) Kraig Kohring motioned to adjourn the meeting.
  - b) Dr. Kerry Dixon seconded the motion.
  - c) The board voted to approve the motion - Approved

Next Meeting - Monday, December 18, 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

Posted 11/22/2023

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



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.