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

### **MINUTES**

**December 19, 2024**

**BCS District Office @ 5:30 pm**

**Directors Present:** Vicki Miller, Jason LaSalle, Dr. Eric Sipes, Tiffany Price, Dr. Kerry Dixon, Kiva Dennis **Directors Absent:** None **Guests Present:** Roger Offield, Kelly Sales, Jamie Berry, Kirstie Smith, Chris Lorea, Anthony Sims

#### 1. Opening Items

- a. Record Attendance and Guests
- b. Call the Meeting to Order
  - i. Roger Offield called the meeting of the board of directors of Brookside Charter School to order on Thursday, December 19th at 5:30pm.

#### 2. Motion to accept the agenda

- a. Vicki Miller motioned to accept the agenda.
- b. Kiva Dennis seconded the motion
- c. The board voted to approve the motion - Approved

#### 3. Approval of Board of Director minutes

- a. Vicki Miller motioned to approve the minutes from the Brookside Charter School board of directors meeting on Thursday, November 21, 2024
- b. Kiva Dennis seconded the motion
- c. The board voted to approve the motion - Approved

#### 4. Visitors Comments and Addressing Agenda Items

- a. None

#### 5. Committee Report for the upcoming month

- a. Roger Offield reviewed the January Committee Reports.

#### 6. Financial Committee Report – EdOps

- a. **Ed-Ops Dashboard – Need Board Approval**
  - i. 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.
  - ii. Vicki Miller motioned to approve the EdOps Dashboard as presented.

**Posted 12/18/2024**  
**Front Lobby, Website, and District Calendar**



- iii. Dr. Kerry Dixon seconded the motion.
- iv. The board voted to approve the motion – Approved

b. Check Registry – **Need Board Approval**

- i. Vicki Miller reviewed the month's check registry.
- ii. Vicki Miller motioned to approve the EdOps Dashboard as presented.
- iii. Jason LaSalle seconded the motion.
- iv. The board voted to approve the motion – Approved

c. Audit Report – **Need Board Approval**

- i. Vicki Miller reviewed the audit report presented by Marr and Company at the December Finance Committee Meeting.
- ii. Vicki Miller motioned to approve the financial audit as presented.
- iii. Dr. Kerry Dixon seconded the motion.
- iv. The board voted to approve the motion – Approved

7. Academic Committee Report – Ed-Ops

- a. Chris Loria presented the 2024 MAP Test data for 3<sup>rd</sup>-8<sup>th</sup> grade in the areas of ELA, Math and Science.

8. Superintendent's Report – Roger Offield

- a) Enrollment/Attendance
  - a. 800 students enrolled/ 93% attendance
- b) MCPSC Virtual Visit – January Board Meeting
  - a. The January Board Meeting will include a closed session for the annual Board Focus Group for MCPSC.
- c) APR – Annual Progress Report
  - a. Roger Offield reviewed Brookside Charter's APR data.
- d) Conflict of Interest Forms – **Need to be Signed by Board Members**
- e) Expansion Update
  - a. 1800 E. Meyer Blvd Update
  - b. South Campus Ground Report
    - i. Dom Spadifore from ACI Boland Architects gave a preliminary update on the ground samples from the South



Campus property.

c. South Campus Expansion – **Need Board Approval**

- i. Roger Offield shared the two potential funding options for the South Campus expansion.
- ii. Vicki Miller motioned to approve a \$30million budget to move forward with the South Campus Expansion.
- iii. Dr. Kerry Dixon seconded the motion.
- iv. The board voted to approve the motion - Approved

d. South Campus Dotmocracy

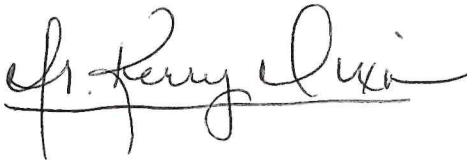
- i. The Board and visitors participated in the dotmocracy and discussion about the exterior and interior of the South Campus.

9. Motion to adjourn

- a. Dr. Kerry Dixon motioned to adjourn.
- b. Tiffany Price seconded the motion.
- c. The board voted to approve the motion - Approved

10. Motion for Closed Session

**Next Meeting - Thursday, January 30, 2025**

\* Signature — 

**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.





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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.