



## Brookside Charter School

### Minutes

BSDS, Inc. dba Brookside Charter School

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#### Date and Time

Monday December 3, 2018 at 5:30 PM

#### Location

Library, Brookside Charter School, 1815 East 63rd St., Kansas City, MO 64130

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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:
  1. Submit a one-page brief of the issue. Briefs to the Board of should be sent to Brookside Charter School.
  2. 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
  1. 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.

#### 1. Addressing Agenda Items

1. 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.

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#### **Directors Present**

E. Sipes, J. LaSalle, K. Dennis, K. Kohring, L. Ehren, S. Twyman, V. Miller

#### **Directors Absent**

*None*

#### **Guests Present**

Ally Heiserman, Anastasia Linebach, E. Davis, J. George, R. Offield

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

E. Sipes called a meeting of the board of directors of Brookside Charter School to order on Monday Dec 3, 2018 at 5:33 PM.

#### **C. Motion to Accept the Agenda**

L. Ehren made a motion to Accept the agenda with the change to adding Charter Board Partners to the agenda.

V. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Approve Minutes**

S. Twyman made a motion to approve minutes from the BSDS, Inc. dba Brookside Charter School on 10-29-18 BSDS, Inc. dba Brookside Charter School on 10-29-18.  
V. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **E. Visitors Comments and Addressing Agenda Items**

Elizana Davis presented to the board her concerns. Ms. Davis spoke for 15-20 minutes. After the visitor's comments, The board informed the visitor that the board will review concerns and will be provided a response before or at the next board meeting.

### **II. Finance**

#### **A. Dashboard**

P. Greenwood reviewed the October 2018 Financials

#### **B. Check Registry - NEED BOARD APPROVAL**

V. Miller made a motion to approve the Check Registry as presented.

K. Dennis seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. 2017-2018 Audit Review - NEED BOARD APPROVAL**

P. Greenwood and V. Miller reviewed the Audit

- There were no Findings

K. Kohring made a motion to approve the Audit.

L. Ehren seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **III. Superintendent Report**

#### **A. Charter Board Partners**

Charter Board Partners Training Introduction

- School Smart KC will assist with funding for the Charter Board Partners Training
- Shereen Williams introduced Charter Board Partners Training opportunities to the Board by Video Chat
  - S. Williams will review the results of the Board on Track Assessment and determine the needs of the Board from the assessments
  - A targeted plan will be put together for the Board and for each individual Board member
  - There are a variety of training opportunities including
    - Small customized trainings

- Networking Opportunities
- Retreats
- Recruitment - Charter Board Partners have recruited individuals for Boards
  - These individuals all have been trained and can be matched to boards based on the need of the board
- Next Steps
  - Introduce Board President to Charter Board Partners representative
  - Send Assessment Results to CBP
  - Schedule times for rep to meet board

#### **B. Enrollment 2018-2019**

- Current enrollment is at 698
- SchoolAppKC is live
  - Is for New Families only to Apply
- Enrollment
  - there will be a push for enrollment

#### **C. MAP Scores and APR**

- Test Scores received 11/26/18
  - scores went down
  - Highlights
    - The information provided is more detailed
    - Identifying students interventions will be easier

#### **D. 403b and 457b**

- The board will discuss this further at the next board meeting
- The budget needs to be further reviewed
- Would like to vote on a possible match for staff

#### **E. December 17, 2018 Board Meeting**

The board discussed whether to cancel the December Board meeting.

- The meeting is only 14 days away
- Financials and other documents will be emailed to each board member
- The next meeting will be January 28, 2019

S. Twyman made a motion to Cancel the December 17, 2018 scheduled Board Meeting.

K. Dennis seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **IV. Closing Items**

**A. Adjourn Meeting**

K. Kohring made a motion to adjourn the meeting.

V. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

E. Sipes

**V. New section**

**A. Executive Session**

*Executive sessions are confidential and not to be reported to or discussed*

V. Miller made a motion to Go into a Executive Session.

K. Dennis seconded the motion.

The board **VOTED** unanimously to approve the motion.

Attendance:

E. Sipes, L. Ehren, S. Twyman, K. Dennis, V. Miller, J. LaSalle, R. Offield