



Brookside Charter School

Minutes

BSDS, Inc. dba Brookside Charter School

Date and Time

Monday April 29, 2019 at 5:30 PM

Location

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

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.

Directors Present

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

Directors Absent

None

Guests Present

J. George, R. Offield

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 Apr 29, 2019 at 5:30 PM.

C. Motion to Accept the Agenda

L. Ehren made a motion to Accept the Agenda.

V. Miller seconded the motion.

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

D. Approve Minutes

V. Miller made a motion to approve minutes from the BSDS, Inc. dba Brookside Charter School Board of Directors on 03-25-19 BSDS, Inc. dba Brookside Charter School Board of Directors on 03-25-19.

S. Twyman seconded the motion.

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

E. Visitors Comments and Addressing Agenda Items

Elizann Davis, grandparent/guardian of a 5th Grade student present complaint to Board.

- Complaint(s)
 - Roger Offield, Superintendent has been rude to her
 - Did not assist her with Harvester Food received
 - Did not assist her with receiving glasses for student
 - Was not effective with assisting her in an previous complaint about her students backpack being replaced

Board Response

- Board will be provide a follow up letter to Elizann Davis

II. Financial Committee Report

A. Dashboard

Dashboard information included in Board Packet

B. Check Registry - NEED BOARD APPROVAL

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

K. Kohring seconded the motion.

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

C. 2019-20 Budget (Draft)

Review of FY20 Budget Draft

- Discussed budgets with Administrations/Directors
- Target Enrollment (for Budget)
 - 780, not including PK enrollment
 - Next year's attrition will be set at 3%
 - WADA set at 8.540 compared to current WADA at 8.575 - due to forecast
- Revenue
 - Local Revenue - Projected revenue increase on Prop C
 - Federal Revenue - Title 1(a) School Improvement removed
 - We no longer receive this allocation because it is based on low academic performance

- Brookside is no longer a Focus School
- Donations
 - Current - Sherman Family, School Smart KC and Golf Tournament
- Expenses
 - Salaries - 3% increase for ALL staff (includes additional positions)
 - Staying with Co-Teaching Model
 - Benefits
 - Staff Related Cost
 - Rent - RE Holdings and Parking rent
 - Occupancy Service - Building maintenance
 - Student Expense, Indirect - increases with Community in Schools for 19/20
- Final Budget Draft
 - Ready for June Board Meeting

III. Charter Board Partner (CBP) UPDATE

A. Governance Training - Friday, May 31, 2019

ALL Board members are registered for Governance Training on Friday, May 31

- Training is from 8 am - 4 pm
- Sipes will not be able to attend
- Offield registered all members except Ehren
 - Ehren registered for training
- Location of Training TBD

B. Board Retreat - Need a date July 22nd - 26th

Requesting retreat to be July 22nd and July 23rd

- Offield will contact CBP rep Shereen Williams to confirm dates and times
- Need at least 81% Board participation
- Innovare has offered to assist with Strategic Plan
 - L. Ehren will not attend July 22

IV. Superintendent Report

A. Current ADA/Attendance

B. Enrollment 2019-20

C. MCPS Commission

D. School Smart KC

- Offield is required to have a coach and go through a coaching program

- BSDS will receive second payment from SSKC on April 30th
- Will the Board provide a Thank you to SSKC for the grand
 - What all are we receiving from SSKC
 - Help with Innovare
 - Charter Board Partners
 - 2 years with SSKC

E. Evaluate Update

V. Closing Items

A. Adjourn Meeting

L. Ehren made a motion to adjourn the meeting.

S. Twyman 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 6:50 PM.

Respectfully Submitted,

E. Sipes

VI. Executive Session

A. Executive Session

K. Kohring made a motion to Enter Closed Session.

V. Miller seconded the motion.

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