



Brandon School District

Quality

Service

Planning

Delivering the highest quality education so every student can soar!

Brandon Board of Education
Regular Meeting ~ Annual Organizational Meeting
Virtual Remote Meeting ~ Zoom Platform
January 11, 2021
6:30 PM

This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Ceremonial Oath of Office ~ Rebecca Haynes, Lisa Kavalhuna, Hilary Stockoski, Jeff Zielke
- V. BHS Student Report
- VI. Superintendent's Report
 - A. School Board Recognition
 - B. Covid Update
- VII. Public Comments and Questions on Agenda Business
- VIII. Approval of Consent Agenda

The Brandon Board of Education deems all items listed on the consent agenda non-controversial and routine in nature. The body will approve these items under one motion and there will be no discussion. A member of the Brandon Board of Education wishing to discuss an item on the consent agenda may request it be removed from the consent agenda, and placed on the regular agenda. The body will consider and discuss the item at that time.

 - A. Minutes of the December 7, 2020, Special Meeting 4
 - B. Minutes of the December 21, 2020, Regular Meeting 6
 - C. General Fund Accounts Payable in the amount of \$ 1,674,132.06 9
- IX. Information and Discussion Items
 - A. Board of Education Report
 - B. Finance Report ~ Janice Meek 10
- X. Action Items
 - A. Appointment of Temporary Chairperson for Election of President
 - B. Election of President
 - C. Election of Vice-President
 - D. Election of Secretary
 - E. Election of Treasurer
 - F. Resolution to Set Date, Time, and Place for Regular Monthly Meetings 14
 - G. Request Approval of Depositories for School Funds
 - H. Designate Person to Serve as Contracting Agent
 - I. Designate Persons Authorized to Sign Checks
 - J. Designate Person Authorized to Sign Purchase Orders
 - K. Designate Person to Serve as Electronic Transfer Officer
 - L. Establish Fees Charged for Individuals Requesting Notice of Board Meetings
 - M. Establish Board Compensation

N. Designate Person to Post Vacancies/Accept Resignations	
O. Designate Person to Post Public Notices	
P. Delegation of Recording Secretary Duties (by Secretary of the Board)	
Q. Assignment of Board of Education Representative to MASB	
R. Assignment of Board of Education Representative to the Oakland County Intermediate School District	
S. Appointment of Designated Spokesperson for the Board of Education	
T. Approval of Authorized Purchase Card Users	15
U. Approval of Oakland County Parent Advisory Committee Representatives	
V. Approval of Extended COVID-19 Continuity of Learning Plan	16
XI. Citizens' Input	
XII. Closed Session ~ Negotiations	
XIII. Adjournment	

Brandon 2025 Targets

- 1) By 2025, the Brandon School District will perform in the top 25% in the State in all tested areas.
- 2) Through participation in Brandon’s many learning opportunities beyond the traditional school day, Brandon students will develop as well-rounded human beings:
 - By the year 2025, all Brandon graduates will participate in at least one learning opportunity beyond the traditional school day each year. These opportunities may include: interscholastic athletics, performing arts, service organizations, school clubs, continuing education programs, enrichment activities, involvement in community-based athletics, job related training or other organized learning opportunities beyond the traditional school day.
- 3) The Brandon School District will effectively prepare all students for success at the next level:
 - By 2025, 85% of Brandon graduates will gain acceptance to 4 year universities, community college, certification-based trade school programs, career-technical internship programs or enlist in the armed forces.
 - Within 6 years of graduation, 60% of Brandon graduates will have successfully completed a university degree, earned an associate’s degree, a trade certification, completed a career-technical internship program or remain a member of the armed forces.

Public Participation at Board Meetings

We recognize the value of public comments and the importance of expressing yourselves to us on district matters.

Here are the guidelines for public comments:

- You must virtually “raise your hand”.-- Click raise hand in the Zoom webinar control box
- Please recognize yourself by stating your name, address and group affiliation if any
- Each statement shall be limited to THREE (3) minutes
- The statements shall be directed at the board only
- Generally the board will not respond to public comments during the meeting
- To ensure due process and respect of individual rights, the district maintains a formal process for handling complaints against individuals. A problem involving an individual or specific incident is best handled through administrative channels. Such matter should be reduced to writing and sent to Dr. Heidrich or the board president.

- Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments.
- While it is not our intent to stifle public comment, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. If you are unsure of the legal ramifications of what you are about to say, we urge you to consult first with your legal advisor.

The board wants to hear what people want to say. We expect each speaker will model for our students and others in the audience on how one can respectfully disagree with others' views or voice an opinion or ask questions.



Brandon School District

Brandon Board of Education
Special Meeting
Central Office Board Room and Zoom Platform
1025 S. Ortonville Road
Ortonville, Michigan 48462

December 7, 2020
5:30 PM

UNOFFICIAL MINUTES

- I. Call to Order – 5:30 p.m. by Diane Salter
- II. Roll Call
Present: John Chartier, Melissa Clark, Marianne Dwyer, Lisa Kavalhuna, Kevin McClellan, Diane Salter, Kim Smith-Kulaga
Others present: Dr. Karl Heidrich, Interim Superintendent; Janice Meek, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum / Instruction; Diane Zedan, Director of Preschool / Special Education; and Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the Board.
- IV. Superintendent Search Firm Interviews
 - A. 5:30 p.m. ~ Michigan Leadership Institute (MLI)
John Silveri MLI consultant and retired educator provided a PowerPoint presentation with an overview of MLI services and timeline in supporting the board's efforts in finding a superintendent. Board members took turns in asking Mr. Silveri questions related to the superintendent search process.
 - B. 6:00 p.m. ~ Michigan Association of School Boards (MASB)
Scott Morell MASB consultant and former board member provided a PowerPoint presentation with an overview in helping Brandon board of education find their next superintendent. Board members took turns in asking Mr. Morrell questions related to the superintendent search process.

At this time, Diane Salter shared that the board will be making a decision in two weeks and determine a superintendent search timeline when our new board members come on board in January.

- V. Superintendent's Report
 - A. COVID-19 Update – Dr. Heidrich provided an update and shared that things are looking good this week. He reviewed covid numbers by building and shared that the transportation department is back to normal. Diane Salter shared that the Governor announced that high schools will not be able to reopen at this time and will not be coming back until January 2021. Dr. Heidrich shared that the quarantine guidelines have changed from 14 to 10 days. Diane Salter publicly thanked staff, teachers and administrators who have worked so hard in keeping students safe and healthy.
- VI. Premier Security
Dr. Heidrich shared that we are proposing to continue the security program at each building and that we are proposing to the board to extend the contract until June 30th.
- VII. Budget Amendment
Janice Meek provided a presentation regarding the 2020-2021 budget amendment. She reviewed and provided detailed information regarding revenue and expenditures for the general fund and school service funds.

VIII. Action Item:

A. Approval of Budget Amendment Resolution

Lisa Kavalhuna moved and John Chartier supported that the Brandon Board of Education approve the Budget Amendment as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.

IX. Public Comments and Questions

No one from the public wished to address the board.

X. Closed Session ~ Negotiations

M. Dwyer moved and Melissa Clark supported that the Brandon Board of Education approve to enter a closed session for the purpose of negotiations. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes. K. Smith-Kulaga – yes.

Audience dismissed at 7:10 p.m.

Closed session started at 7:13 p.m.

Returned to open session at 8:03 p.m.

XI. Adjournment – 8:03 p.m. by President Salter

Minutes prepared by Maria Schubring, Recording Secretary

Melissa Clark
Melissa Clark, Secretary

12/17/2020
Date



Brandon School District

Brandon Board of Education
Regular Meeting
Central Office Board Room and Zoom Platform
1025 S. Ortonville Road
Ortonville, Michigan 48462
December 21, 2020
6:30 PM

UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Diane Salter
- II. Roll Call
Present: John Chartier, Melissa Clark, Marianne Dwyer, Lisa Kavalhuna, Kevin McClellan, Diane Salter, Kim Smith-Kulaga
Others present: Dr. Karl Heidrich, Superintendent of Schools; Janice Meek, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum / Instruction; Diane Zedan, Director of Preschool / Special Education; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the board.
- IV. Superintendent Report
 - A. Covid-19
Dr. Heidrich provided an update and reviewed the covid-19 spreadsheet with board members. He shared that things are looking much better and reviewed numbers at each building. He recommends that we stay open and that the high school return January 4th. He shared that we will still need to monitor the numbers. He shared that on December 20th the 900 billion federal stimulus bill passed and 54 billion in funding will be coming to the State of Michigan, but he is not sure how it will be distributed to school districts at this point.
 - B. Athletic Update
Athletic Director Chris Deines provided a fall sports recap and an update on where we are heading for winter sports. He personally thanked outgoing board members for their service and support for the athletic program. He recognized coaches and shared his appreciation for everything that they have done during this time. He reported on honors that Brandon athletes received.
 - C. January Work Session
Dr. Heidrich shared that he would like to schedule a January work session once the new board members are on board. Diane Salter shared that a date will be discussed with new board members.
- V. Public Comments and Questions on Agenda Business
No one from the public wished to address the board.
- VI. Approval of Consent Agenda
The Brandon Board of Education deems all items listed on the consent agenda non-controversial and routine in nature. The body will approve these items under one motion and there will be no discussion. A member of the Brandon Board of Education wishing to discuss an item on the consent agenda may request it be removed from the consent agenda, and placed on the regular agenda. The body will consider and discuss the item at that time
John Chartier moved and Kevin McClellan supported that the Brandon Board of Education approve the consent agenda as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.

- A. Minutes of the November 16, 2020, Special Meeting
 - B. Minutes of the November 16, 2020, Regular Meeting
 - C. Minutes of the November 18, 2020, Special Meeting
 - D. General Fund Accounts Payable in the amount of \$ 1,847,146.97
 - E. Energy Bond Accounts Payable in the amount of \$ 2,695.00
- VII. Information and Discussion Items
- A. Board Report
Diane Salter shared that this is the last meeting for three of our board members and that they will be recognized before the closed session.
 - B. Finance Report
Janice Meek reported on the request to issue an RFP for the preschool program that is on the agenda for action tonight.
 - C. Education Report
Carly Stone provided a teaching and learning PowerPoint presentation highlighting what we've accomplished, what we're working on, and what we're looking forward to in the future.
- VIII. Action Items
- A. Approval of Premier Contract
Kevin McClellan moved and Lisa Kavalhuna supported that the Brandon Board of Education approve the Premier Contract as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - B. Approval of Brandon Education Association (BEA) Stop-Gap Agreement
Marianne Dwyer moved and Kevin McClellan supported that the Brandon Board of Education approve the BEA Stop-Gap Agreement as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - C. Approval of Brandon Education Support Personnel Association (BESPA) Stop-Gap Agreement
Kevin McClellan moved and John Chartier supported that the Brandon Board of Education approve the BESPA Stop-Gap Agreement as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - D. Approval of Brandon Administrators Association (BAA) Stop-Gap Agreement
Kevin McClellan moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the BAA Stop-Gap Agreement as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - E. Approval of Superintendent Search Firm Consultant
Lisa Kavalhuna moved and Melissa Clark supported that the Brandon Board of Education approve to select Michigan Leadership Institute as the superintendent search firm consultant as presented. Carried 6-1. Roll call vote: J. Chartier – no; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - F. Approval of Second Reading Title IX Policy
Lisa Kavalhuna moved and John Chartier supported that the Brandon Board of Education approve the second reading of the Brandon School District Title IX Sexual Harassment Policy as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.
 - G. Approval of Extended COVID-19 Continuity of Learning Plan
Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the Extended COVID-19 Continuity of Learning Plan as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.

H. Approval of RFP for Preschool Playground Equipment

Marianne Dwyer moved and Kevin McClellan supported that the Brandon Board of Education approve to issue and RFP for preschool playground equipment as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.

IX. Citizens' Input

No one from the public wished to address the board.

At this time Diane Salter publicly recognized and thanked Kevin McClellan, Marianne Dwyer, and John Chartier for their service to the Brandon Board of Education.

X. Closed Session ~ Negotiations

Kevin McClellan moved and Lisa Kavalhuna supported that the Brandon Board of Education approve to enter a closed session for the purpose of negotiations. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; M. Clark – yes; M. Dwyer – yes; L. Kavalhuna – yes; K. McClellan – yes; D. Salter – yes; K. Smith-Kulaga – yes.

Closed session started at 7:35 p.m.

Returned to open session at 8:39 p.m.

XI. Adjournment – 8:39 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary

Melissa Clark
Melissa Clark, Secretary

12/30/2020
Date

**BRANDON SCHOOL DISTRICT
ALL FUNDS
COVER SHEET**

**DECEMBER
2020**

All Funds Check Register	\$ 226,124.11
BMO Harris Bank Purchase Card Register	\$ 8,879.55
Pre-pays	\$ -
Employee Reimbursements (12.11.2020)	\$ 942.34
Employee Reimbursements (12.24.2020)	\$ 718.23
MESSA Insurance	\$ 189,798.97
Set Seg Insurance	\$ -
EDUSTAFF	\$ 117,116.55
Payroll Runs - net of reimbursements shown above	
Payroll Run 12.10.2020 (Run 609)	\$ 568,226.43
Payroll Run 12.23.2020 (Run 610)	\$ 562,325.88
Total for Approval:	\$ 1,674,132.06

Please contact Janice Meek at 248-627-1810 or by email at jmeek@brandon.k12.mi.us prior to the meeting if you have questions.

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 12/31/2020

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
St. Fund: 11							
Type: 4 Revenue							
St. Revenue X00:	100 Revenue from Local Sources						
111	Property Tax Levy	2,743,139.00	12,210.83	1,285,707.19	0.00	1,457,431.81	46.86%
119	Penalties on Delinquent Taxes	0.00	0.00	0.00	0.00	0.00	0.00%
141	Transportation Fees	0.00	0.00	0.00	0.00	0.00	0.00%
151	Earnings on Investment/Deposit	30,000.00	0.00	798.50	0.00	29,201.50	2.66%
171	Admissions	5,000.00	0.00	526.00	0.00	4,474.00	10.52%
173	Dues and Fees	47,000.00	0.00	35,470.00	0.00	11,530.00	75.46%
181	Rev from Comm Serv Activities	97,000.00	-157.50	5,107.50	0.00	91,892.50	5.26%
193	Gain/Loss Sale of Fixed Assets	6,053.00	0.00	6,052.50	0.00	0.50	99.99%
199	Misc Local Revenues	24,000.00	97.76	1,182.36	0.00	22,817.64	4.92%
	St. Revenue X00: 100 Revenue from Local Sources Total:	2,952,192.00	12,151.09	1,334,844.05	0.00	1,617,347.95	45.21%
St. Revenue X00:	300 Rev from State Sources						
311	Unrestricted from Grants	15,431,660.00	1,382,772.68	4,228,467.50	0.00	11,203,192.50	27.40%
312	Restricted from Grants	3,617,455.00	373,909.35	1,111,321.56	0.00	2,506,133.44	30.72%
317	Restricted from Public School	605,822.00	0.00	150,090.54	0.00	455,731.46	24.77%
	St. Revenue X00: 300 Rev from State Sources Total:	19,654,937.00	1,756,682.03	5,489,879.60	0.00	14,165,057.40	27.93%
St. Revenue X00:	400 Rev from Federal Sources						
414	Restricted from State	1,339,308.50	0.00	840,876.82	0.00	498,431.68	62.78%
415	Restricted from Other	373,728.00	0.00	0.00	0.00	373,728.00	0.00%
417	Restricted from Public School	614,597.00	0.00	0.00	0.00	614,597.00	0.00%
418	Unrestrict from Public School	8,055.00	0.00	0.00	0.00	8,055.00	0.00%
	St. Revenue X00: 400 Rev from Federal Sources Total:	2,335,688.50	0.00	840,876.82	0.00	1,494,811.68	36.00%
St. Revenue X00:	500 Incoming Transfer/Oth Transact						
513	ISD Collected Millage Tax	1,248,414.00	341,268.00	634,445.00	0.00	613,969.00	50.82%
519	Other Distribution frm oth PS	311,289.00	0.00	0.00	0.00	311,289.00	0.00%
552	Adj to Prior Period Exp	0.00	0.00	0.00	0.00	0.00	0.00%
594	Capital Lease Transactions	0.00	0.00	0.00	0.00	0.00	0.00%
	St. Revenue X00: 500 Incoming Transfer/Oth Transact Total:	1,559,703.00	341,268.00	634,445.00	0.00	925,258.00	40.67%
St. Revenue X00:	600 Fund Modifications						
625	School Lunch Fund Modification	80,000.00	0.00	0.00	0.00	80,000.00	0.00%
	St. Revenue X00: 600 Fund Modifications Total:	80,000.00	0.00	0.00	0.00	80,000.00	0.00%
Type: 4	Revenue Total:	26,582,520.50	2,110,101.12	8,300,045.47	0.00	18,282,475.03	31.22%

User: JMEEK - Jan Meek

Page

Current Date: 01/08/2021

Report: OSGL6037B - OSGL6037B: Budget to Actual w MTD Actu

1

Current Time: 08:51:21

Selection:

10

FY = '2021' AND GLBA_BUDACT_MSTR.[glba_gr] = 'GL' AND GLBA_BUDACT_MSTR.[glba_level] = 'OB' AND
GLK_KEY_MSTR.[glk_sec_part02] = '11'

Vers. 1

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 12/31/2020

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
Type: 5 Expense							
St. Function X00:	100 Instruction						
111	Elementary	4,775,378.00	466,107.42	1,774,004.54	3,974.89	2,997,398.57	37.23%
112	Middle/JR High School	2,387,698.00	214,274.46	826,792.26	381.75	1,560,523.99	34.64%
113	High School	3,939,168.00	355,529.27	1,408,484.75	2,530.31	2,528,152.94	35.82%
118	Pre-School	368,320.00	24,987.56	101,483.74	894.45	265,941.81	27.79%
119	Summer School	24,495.00	0.00	16,536.15	0.00	7,958.85	67.50%
122	Special Education	2,011,721.00	185,241.78	697,194.73	2,098.78	1,312,427.49	34.76%
125	Compensatory Education	426,219.00	20,002.70	80,558.77	2,403.00	343,257.23	19.46%
127	Career & Technical	21,688.00	0.00	5,237.86	0.00	16,450.14	24.15%
St. Function X00:	100 Instruction	Total:	13,954,687.00	1,266,143.19	4,910,292.80	12,283.18	35.27%
St. Function X00:	200 Supporting Services						
212	Guidance Services	349,547.00	34,091.91	145,840.68	0.00	203,706.32	41.72%
213	Health Services	104,100.00	11,043.80	36,740.26	60,288.74	7,071.00	93.20%
214	Psychological Services	166,083.00	18,631.52	65,797.27	0.00	100,285.73	39.61%
215	Speech Path & Audiology	269,716.00	25,590.17	88,725.04	0.00	180,990.96	32.89%
216	Social Work Services	277,976.00	26,791.86	104,612.43	0.00	173,363.57	37.63%
217	Visual Aid Services	0.00	0.00	0.00	0.00	0.00	0.00%
218	Teacher Consultant	1,000.00	839.67	3,651.30	0.00	-2,651.30	365.13%
219	Othr Pupil Support Svc	33,889.00	1,638.01	6,196.23	0.00	27,692.77	18.28%
221	Improve of Instruction	594,711.50	21,496.83	231,297.95	58,645.34	304,768.21	48.75%
222	Ed Media Services	110,072.00	13,925.63	50,600.20	429.17	59,042.63	46.35%
225	Technology Assist Instructn	4,104.00	0.00	4,165.88	0.00	-61.88	101.50%
226	Supv/Dir Instr Staff	255,360.00	22,177.78	112,668.25	0.00	142,691.75	44.12%
227	Academic Student Assessment	22,701.00	0.00	21,401.50	0.00	1,299.50	94.27%
229	Other Instructional Staff Svc	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
231	Board of Education	88,450.00	10,894.68	57,884.60	0.00	30,565.40	65.44%
232	Exec Administration	333,709.00	29,613.51	193,689.43	0.00	140,019.57	58.04%
241	Principal Office	1,317,440.00	112,715.53	463,944.36	1,112.69	852,382.95	35.30%
249	Other School Administration	17,000.00	0.00	627.72	0.00	16,372.28	3.69%
252	Fiscal Services	466,036.00	20,422.47	196,737.03	0.00	269,298.97	42.21%
257	Internal Services	11,500.00	0.00	5,023.26	0.00	6,476.74	43.68%
259	Oth Business Svcs	67,000.00	235.27	5,363.57	0.00	61,636.43	8.00%
261	Oper Bldg Svcs	3,355,715.00	192,976.63	1,392,674.22	117,801.84	1,845,238.94	45.01%

User: JMEEK - Jan Meek

Page

Current Date: 01/08/2021

Report: OSGL6037B - OSGL6037B: Budget to Actual w MTD Actu

2

Current Time: 08:51:21

Selection:

11

FY = '2021' AND GLBA_BUDACT_MSTR.[glba_gr] = 'GL' AND GLBA_BUDACT_MSTR.[glba_level] = 'OB' AND GLK_KEY_MSTR.[glk_sec_part02] = '11'

Vers. 1

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 12/31/2020

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization	
266	Security Services	197,885.00	12,651.33	47,772.23	0.00	150,112.77	24.14%	
271	Pupil Transportation Svc	1,860,468.00	130,863.98	414,088.33	0.00	1,446,379.67	22.25%	
282	Communication Services	81,000.00	2,025.50	18,386.63	1,981.80	60,631.57	25.14%	
283	Staff/Personnel Svcs	125,708.00	8,444.98	60,051.69	0.00	65,656.31	47.77%	
284	Support Svcs Tech	417,608.00	52,128.40	215,703.53	43,818.90	158,085.57	62.14%	
285	Pupil Accounting	132,242.00	11,300.54	62,531.95	54.72	69,655.33	47.32%	
291	Pupil Activities	85,956.00	0.00	1,051.84	0.00	84,904.16	1.22%	
293	Athletic Activities	620,690.00	23,369.26	228,664.40	32,745.40	359,280.20	42.11%	
St. Function X00:	200 Supporting Services	Total:	11,370,666.50	783,869.26	4,235,891.78	316,878.60	6,817,896.12	40.03%
St. Function X00:	300 Community Services							
311	Community Services Direction	85,281.00	4,142.07	24,773.62	0.00	60,507.38	29.04%	
321	Community Recreation	9,921.00	0.00	201.21	0.00	9,719.79	2.02%	
331	Community Activities	0.00	0.00	0.00	0.00	0.00	0.00%	
St. Function X00:	300 Community Services	Total:	95,202.00	4,142.07	24,974.83	0.00	70,227.17	26.23%
St. Function X00:	400 Payments to Oth Gvnt Agencies							
411	Pymt to K12 Public W/In St	332,553.00	47,873.00	112,234.00	0.00	220,319.00	33.74%	
452	Site Improvement Services	0.00	0.00	0.00	0.00	0.00	0.00%	
491	Prior Period Adj Material	0.00	0.00	0.00	0.00	0.00	0.00%	
492	Prior Period Adj Non Matrl	0.00	0.00	83.01	0.00	-83.01	0.00%	
St. Function X00:	400 Payments to Oth Gvnt Agencies	Total:	332,553.00	47,873.00	112,317.01	0.00	220,235.99	33.77%
St. Function X00:	500 Other Financing Uses							
511	Debt Svc LT-Principal	275,935.00	0.00	274,405.98	0.00	1,529.02	99.44%	
St. Function X00:	500 Other Financing Uses	Total:	275,935.00	0.00	274,405.98	0.00	1,529.02	99.44%
St. Function X00:	600 Transfers Out							
611	Fund Mod-General Fund	0.00	0.00	0.00	0.00	0.00	0.00%	
623	Fund Mod-Child Care Fund	13,704.00	0.00	0.00	0.00	13,704.00	0.00%	
639	Fund Mod-LT Debt Fund	410,451.00	0.00	0.00	0.00	410,451.00	0.00%	
St. Function X00:	600 Transfers Out	Total:	424,155.00	0.00	0.00	0.00	424,155.00	0.00%
Type:	5	Expense Total:	26,453,198.50	2,102,027.52	9,557,882.40	329,161.78	16,566,154.32	37.37%
St. Fund:	11	Total:	129,322.00	8,073.60	-1,257,836.93	-329,161.78	1,716,320.71	-1,227.16%

User: JMEEK - Jan Meek

Page

Current Date: 01/08/2021

Report: OSGL6037B - OSGL6037B: Budget to Actual w MTD Actu

3

Current Time: 08:51:21

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12

FY = '2021' AND GLBA_BUDACT_MSTR.[glba_gr] = 'GL' AND GLBA_BUDACT_MSTR.[glba_level] = 'OB' AND GLK_KEY_MSTR.[glk_sec_part02] = '11'

Vers. 1

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 12/31/2020

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
	End of Report	Grand Total:	129,322.00	0.00		-1,257,836.93	

User: JMEEK - Jan Meek

Report: OSGL6037B - OSGL6037B: Budget to Actual w MTD Actu

Selection:

FY = '2021' AND GLBA_BUDACT_MSTR.[glba_gr] = 'GL' AND GLBA_BUDACT_MSTR.[glba_level] = 'OB' AND
GLK_KEY_MSTR.[glk_sec_part02] = '11'

Page

4

13

Current Date: 01/08/2021

Current Time: 08:51:21

Vers. 1



Brandon School District

1025 South Ortonville Road, Ortonville, Michigan 48462
(248) 627-1802 • FAX (248) 627-4533
www.brandonschooldistrict.org

Dr. Karl Heidrich
Interim Superintendent
kheidrich@brandon.k12.mi.us

January 11, 2021

RESOLUTION

Resolved, that the regular monthly meeting of the Brandon Board of Education, Brandon School District, shall be held on the third Monday of each month beginning at 6:30 p.m. at the Brandon School District, Central Office, 1025 S. Ortonville Road, Ortonville, Michigan, 48462.

Regular Meeting Dates

February 8, 2021 (2nd Monday due to holiday)
March 15, 2021
April 19, 2021
May 17, 2021
June 21, 2021
July 19, 2021
August 16, 2021
September 20, 2021
October 18, 2021
November 15, 2021
December 20, 2021
January 10, 2022 (2nd Monday due to holiday)

Proposed minutes of said meeting will be available for public inspection during regular business hours at 1025 Ortonville Road, Ortonville, Michigan, not more than eight business days after said meeting, and approved minutes of said meeting will be available for public inspection during regular business hours, at the same location, not more than five business days after the meeting at which they are approved. This notice is given in compliance with Act No. 267 of the Public Acts of Michigan, 1976.

Board Secretary
Brandon Board of Education
Brandon School District
1025 S. Ortonville Road
Ortonville, Michigan 48462
248.627.1802

Upon request to the Superintendent, the District shall make reasonable accommodation for a disabled person to be able to participate in the meeting. This notice is given in compliance with the Americans with Disabilities Act.

**2021 Purchase Card List for
Brandon School District
Board of Education Approval**

BMO Spend Dynamics Purchase Card	Name	Limit Amount
Superintendent	Dr. Karl Heidrich	\$ 2,500.00
Adm Asst to Superintendent	Maria Schubring	\$ 2,500.00
Director of Curriulum & Instruction	Carly Stone	\$ 5,000.00
Data/Pupil Services Coordinator	Tawn Hill	\$ 2,000.00
Exec Dir of Business Services/Support Services	Janice Meek	\$ 1,000.00
Accounts Payable	Pam Westerby	\$ 5,000.00
Athletic Director	Christopher Deines	\$ 5,000.00
High School Principal	Dan Stevens	\$ 5,000.00
Learn from Home Principal	David Wyatt	\$ 2,500.00
Middle School Principal	Michael Tucker	\$ 5,000.00
Oakwood Elementary Principal	Coy Stewart	\$ 2,500.00
Harvey Swanson Principal	Debbie Brauher	\$ 2,500.00
Special Education Director	Diane Zedan	\$ 2,500.00
Maintenance Secretary	Debra Fulkerson	\$ 2,500.00
HS Student Council Representative	Cristina Sulisz	\$ 2,500.00
CTE Grant Director	Brian Moore	\$ 2,500.00
Technology Director	Thomas Jansheski	\$ 3,000.00
Food Services Director	Monica Genslak	\$ 1,500.00
Robotics Team	Gary Fenn	\$ 2,000.00
Construction Trades Teacher	Nathan Gillett	\$ 2,000.00

**District/PSA Template for the
Extended COVID-19 Learning Plan
as Described in [Public Act 149](#), Section 98a**

August 27, 2020

[September 3, 2020 Clarifications](#)

On August 20, 2020 Governor Whitmer signed House Bill 5913 into law as Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s/PSA’s COVID-19 Preparedness and Response Plan, it is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access. PA 149 does not apply to districts that operate as a cyber school.

District/PSA educational goals written for all students and all subgroups must be established no later than September 15, 2020 and submitted in their Plan to the ISD or Authorizing Body, as applicable, no later than October 1, 2020 for approval. ISDs and PSAs will transmit the approved plan to the state superintendent of public instruction and the state treasurer.

This is a Review Only document. Please download it as a Microsoft Word document to add your own District/PSA logo and Extended Covid-19 Learning Plan.

District/PSA Extended COVID-19 Learning Plans should be submitted to the ISD or Authorizing Body as a PDF file.



Brandon School District Extended COVID-19 Learning Plan

Address of School District/PSA: Brandon School District

District/PSA Code Number: 63180

District/PSA Website Address: Brandonschooldistrict.org

District/PSA Contact and Title: Karl Heidrich, Superintendent

District/PSA Contact Email Address: kheidrich@brandon.12.mi.us

Name of Intermediate School District/PSA: Oakland Schools

Name of PSA Authorizing Body (if applicable):

Date of Approval by ISD/Authorizing Body:

Assurances

1. The District/PSA will make their ISD/Authorizing Body approved Extended COVID-19 Learning Plan accessible through the transparency reporting link located on the District's/PSA's website no later than October 1, 2020.
2. The District/PSA will create and make available on its transparency reporting link located on the District/PSA's website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the District/PSA expected would be achieved by the end of the school year.
3. Benchmark Assessments: The District/PSA will
 - select a benchmark assessment or benchmark assessments that is/are aligned to state standards.
 - administer the approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year and again not later than the last day of the of the 2020-2021 school year.
4. If delivering pupil instruction virtually, the District/PSA will
 - provide pupils with equitable access to technology and the internet necessary to participate in instruction, and
 - expose each pupil to the academic standards that apply for each pupil's grade level or courses in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.
5. The District/PSA, in consultation with a local health department will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. Note: A determination concerning the method for delivering pupil instruction shall remain at the District/PSA Board's discretion. Key metrics that the District/PSA will consider shall include at least all of the following:
 - COVID-19 Cases or Positive COVID-19 tests
 - Hospitalizations due to COVID-19
 - Number of deaths resulting from COVID-19 over a 14-day period
 - COVID-19 cases for each day for each 1 million individuals
 - The percentage of positive COVID-19 tests over a 4-week period
 - Health capacity strength
 - Testing, tracing, and containment infrastructure with regard to COVID-19
6. If the District/PSA determines that it is safe to provide in-person instruction to pupils, the District/PSA will prioritize providing in-person instruction to pupils in grades K to 5 who are enrolled in the District/PSA.
7. The District/PSA assures that

- instruction will be delivered as described in this plan and re-confirmed by the District/PSA Board,
 - the description of instructional delivery in this plan matches the delivery of instruction to be delivered during the 2020-2021 school year,
 - the District/PSA will re-confirm how instruction will be delivered during the 2020-2021 school year thirty days after ISD approval of the plan, and every 30 days thereafter at a meeting of the Board, and
 - public comment will be solicited from the parents or legal guardians of the pupils enrolled in the District/PSA during a public meeting described in PA-149.
8. The District/PSA will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
9. The District/PSA will ensure that two (2), 2-way interactions occur between a pupil enrolled in the District/PSA and the pupil's teacher or at least one (1) of the pupil's teachers during each week of the school year for at least 75% of the pupils enrolled in the District/PSA. The District/PSA will publicly announce its weekly interaction rates at each District/PSA Board meeting where it re-confirms how instruction is being delivered. The District/PSA will make those rates available through the transparency reporting link located on the District/PSA website each month for the 2020-2021 school year.

District Superintendent or President of the Board of Education/Directors

Date

Learning Plan Narrative

Opening Statement

- Please provide a statement indicating why an Extended COVID-19 Learning Plan is necessary to increase pupil engagement and achievement for the 2020-2021 school year.

As the Brandon School District adjusts to the ever-changing landscape of schools during the COVID-19 crisis, continuing to plan and review is imperative for our district. Brandon returned to in-person schooling, with an option of learn from home, for all students, preschool through Adult Transition, on day 1 and will continue to do so as long as it is safe for students and staff. In-person schooling is the most effective for engaging students and supporting student achievement.

Educational Goals

- **Please outline and describe** the educational goals expected to be achieved for the 2020-2021 school year. The District/PSA must establish all of its goals no later than September 15, 2020. Authorizing bodies expect PSA educational goals will be aligned to the educational goal within your charter contract.
- **Specify** which goals are expected to be achieved by the middle of the school year and which goals are expected to be achieved by the end of the school year.
- **Ensure** that all of the following apply to the educational goals described in this section: (a) The goals include increased pupil achievement or, if growth can be validly and reliably measured using a benchmark assessment or benchmark assessments, growth on a benchmark assessment in the aggregate and for all subgroups of pupils; (b) The District/PSA benchmark assessment(s) are aligned to state standards and will be administered to all pupils K-8 at least once within the first 9 weeks of the 2020-2021 school year and not later than the last day of the 2020-2021 school year to determine whether pupils are making meaningful progress toward mastery of these standards; and (c) the District's/PSA's educational goals are measurable through a benchmark assessment or benchmark assessments.
- To the extent practicable, the District/PSA will administer the same benchmark assessment or benchmark assessments that it administered to pupils in previous years.

Educational Goals:

- 1) All students (K-8) will improve performance in reading/ELA from Fall to Spring as measured by NWEA.
- 2) All students (K-8) will improve performance in Mathematics from Fall to Spring as measured by the NWEA.

Instructional Delivery & Exposure to Core Content

- **Please describe** how and where instruction will be delivered during the 2020-2021 school year. (e.g. instruction may be delivered at school or a different location, in-person, online, digitally, by other remote means, in a synchronous or asynchronous format, or any combination thereof).

Mode of Instruction

The Brandon School District provided both an in-person option and a learn from home option for families. Parents chose based on their personal preference in August.

- **Please describe** how instruction for core academic areas will expose each pupil to the academic standards that apply for each pupil's grade level or course in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.

Both Brandon in-person and learn from home programs will be following the traditional scope and sequence that Brandon students experience in a normal year. The following are focus areas:

Pathway to Success #1: Curriculum, Instruction and Assessment

1. **Goal #1 (Core Curriculum):** The Brandon School District will maintain a K-12 curriculum that is rigorous, relevant and aligned with State expectations.
 - a. **Strategy #1:** Develop a district curriculum council that will review, direct and plan for the maintenance of the district's K-12 curriculum in collaboration with district leadership.
 - i. Development of procedure and process manual for this committee
 - ii. Development of a subject-by-subject calendar for reviewing the district's curriculum by year.
 - b. **Strategy #2:** The Brandon School District will review its curriculum warehouse (Atlas) and determine what changes may be needed for increased accessibility and usability for staff.
2. **Goal #2 (Exploring Passion Areas):** The Brandon School District will ensure that all students will have the opportunity to explore their passion as part of the district's K-12 curriculum.
 - a. **Strategy #1:** The Brandon School District will develop processes and procedures for conducting an annual needs assessment as it relates to core and elective offerings.
 - b. **Strategy #2:** The Brandon School District will continue to seek opportunities to infuse career awareness and career preparation within its K-12 curriculum.
3. **Goal #3 (High Quality Instruction):** Brandon students will be challenged to do their best each day through engaging and relevant learning opportunities.
 - a. **Strategy #1 (Rigor):** Daily lessons will be filled with opportunities for productive struggle. Discussion and professional learning will be needed to best plan and measure the appropriate level of rigor for each student.
 - b. **Strategy #2 (Relevant):** Daily lessons will be presented in ways that connect to student interests and areas of passion.
 - i. Students will set instructional goals each year connecting learning with their future pathway. Students will also reflect on their goals throughout the year.
 - ii. When possible, learning targets will connect with career pathways.
 - c. **Strategy #3 (Individualized):** The Brandon School District will ensure that professional learning is relevant, meaningful for all staff and connected to district goals.
 - i. District staff will continue to expand the use of student data to tailor instruction to the individual needs of each student.
 - ii. On-going professional learning will be offered to staff in the area of differentiated instruction.

4. **Goal #4 (High Quality Professional Learning):** The Brandon School District will develop a process for annually reviewing professional learning, assessing the needs of staff and using this information to plan for future professional learning.
5. **Goal #5 (Effective Assessment System):** The Brandon School District will develop and maintain an assessment system that accurately reflects student learning.
 - a. Strategy #1: A K-12 system will be developed including which assessments will be administered, the goal and timing of the assessment, and what the district will do with the results. This should include an annual review for future planning.
 - b. Strategy #2: On-going professional learning will be offered connected to effective formative assessment, its purpose and how to connect the results with daily lesson planning.

- **Please describe** how pupil progress toward mastery of the standards described within this section will be graded or otherwise reported to the pupil and the pupil's parent or legal guardian.

Brandon's grading system remains unchanged from a traditional year. Students in grades 4-12 will use a letter grading system with the high school GPA being on a 4.0 scale. Preschool through 3rd grade receive standards-based and curriculum-based assessment.

Equitable Access

- If delivering pupil instruction virtually, please **describe** how the District/PSA will provide pupils with equitable access to technology and the internet necessary to participate in instruction.

Brandon has provided one device for each student in the district and hot spots for learn from home families with connectivity issues.

- **Please describe** how the District/PSA will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.

For in-person students, it will be the same as every year. For learn from home students, they remain on their special education teacher caseloads and will be meeting with staff for support regularly based on the IEP for students. Some learn from home students will be coming in-person to receive additional support.

- **Optional Considerations for District/PSA Extended COVID-19 Learning Plans:**

- 1. In addition to the students with disabilities noted above, please describe how the District/PSA will ensure that the needs of other vulnerable student populations, such as but not limited to, early English Learners and Fledgling/struggling students, are met.

2. Please describe how the District/PSA will ensure that students will, during pandemic learning, have continued access to programs such as, but not limited to, Early Childhood, CTE, Early-Middle College, Dual Enrollment and Advanced Placement as applicable within the District/PSA.

Brandon is providing traditional supports for in-person students in preschool through adult transition. We continue to support learn from home students as well. Mental health checks will also be in place for all students.