



Brandon School District

Quality

Service

Planning

Delivering the highest quality education so every student can soar!

Brandon Board of Education
Regular Meeting
Central Office Board Room and Zoom Platform
1025 S. Ortonville Road
Ortonville, Michigan 48462
March 15, 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. Public Comments and Questions on Agenda Business
- V. BHS Student Council Report
- VI. Superintendent's Report
 - A. Introduction of New Employee Derek Mohamedally ~ Dan Stevens
 - B. Planning for the 2021-2022 School Year
 - C. Virtual School Presentation ~ David Wyatt
- VII. 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 February 8, 2021, Regular Meeting 4
 - B. General Fund Accounts Payable in the amount of \$1,905,175.13 7
- VIII. Information and Discussion Items
 - A. Bond Presentation ~ Dr. Heidrich
 - B. Board of Education Report
 - C. Finance Report ~ Janice Meek 8
 - D. Education Report ~ Carly Stone
 - 1. State Assessments
 - 2. Summer School Update
 - 3. At-Risk Opportunities for Next Year
- IX. Action Items
 - A. Approval of Brandon Education Support Personnel Association (BESPA) Contract 12
 - B. Approval of Playground Bid 15
 - C. Approval of Bid for Septic Field at Harvey-Swanson 15
 - D. Approval of New Hire ~ Derek Mohamedally
 - E. Approval of Extended COVID-19 Continuity of Learning Plan 18
- X. Citizens' Input
- XI. Closed Session ~ BAA Negotiations and Superintendent Evaluation

XII. 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
Regular Meeting
Virtual Remote Meeting ~ Zoom Platform
Ortonville, Michigan 48462
February 8, 2021
6:30 PM

UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Lisa Kavalhuna
- II. Roll Call
Present: Melissa Clark, Rebecca Haynes, Lisa Kavalhuna, Diane Salter, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke
Others present: Dr. Karl Heidrich, Interim 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. Public Comments and Questions on Agenda Business
No one from the public wished to address the Board.
- V. BHS Student Council Report
Emma Losey and Ella Mannino shared a presentation with an update about recent and upcoming events at Brandon High School.
- VI. Superintendent's Report
 - A. All-State Athletic Recognition
Chris Deines shared that this has been an exemplary fall season and provided an update on winter sports. He introduced varsity soccer coach, Shawn Lovelace and football coach, Brad Zube. Coach Lovelace gave recognition to all players and players who received honorable mention and all-state. Coach Zube recognized all players, players who received honorable mention, all-state academic, honorable mention all state-players and all-state linebacker. President Kavalhuna and Dr. Heidrich thanked Chris Deines and his team for helping us navigate through these difficult times.
 - B. Covid Update
Dr. Heidrich shared that our numbers are at the lowest point since early October with zero positive cases and three in quarantine. He shared that Oakland County Health Department is prioritizing educators for the vaccine. He also shared that discussion and planning for next school year has started. He will provide a report at the March 15th meeting and follow up with a communication to families.
- VII. 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.
Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the consent agenda as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; Hilary Stockoski – yes; Jeff Zielke – yes.

A. Minutes of the January 11, 2021, Annual Organizational Regular Meeting

B. Minutes of the January 19, 2021, Special Meeting

C. Minutes of the January 25, 2021, Special Meeting

D. General Fund Accounts Payable in the amount of \$1,629,543.95

E. Capital Projects Energy Bond in the amount of \$8,914.50

VIII. Information and Discussion Items

A. Board of Education Report

Diane Salter reported that she attended the Plante Moran Clark Hill seminar and will forward the powerpoint to board members.

B. Finance Report

1. Budget Assumptions School Year 2021-2022

Janice Meek engaged board members in discussion and shared a presentation with budget assumptions for school year 2021-2022; assumptions are based on the best information available at this time. She reviewed suggested reductions, savings and investments. She shared that this is a base point and conversation is beginning for 2021-2022 budgeting.

C. Education Report

Carly Stone shared a presentation regarding a teaching and learning update. She reviewed what was accomplished so far – second semester change in education plan requests, report card distribution, BLFH parent feedback survey, MDE covid report; what we're working on – WIDA assessment, parent survey for summer programming, course selections for 2021-2022, curriculum council relaunch; what we are looking forward to – preschool and kindergarten orientation, mid-winter break, March reading month, parent-teacher conferences, planning for 2021-2022 school year considerations.

IX. Action Items

A. Approval of Resolution to Allow In-Person Contact Sports

Kim Smith-Kulaga moved and Diane Salter supported that the Brandon Board of Education approve the Resolution to Allow In-Person Contact Sports as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; Jeff – Zielke.

B. Approval of School Bond Loan Fund Authorizing Resolution

Rebecca Haynes moved and Melissa Clark supported that the Brandon Board of Education approve the School Bond Loan Fund Authorizing Resolution as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; Jeff Zielke – yes.

C. Approval of Brandon Education Association Contract

Diane Salter moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the Brandon Education Association contract as presented. Carried 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes. Jeff Zielke recused himself from voting due to a conflict of interest.

D. Approval of Request for Proposal for Harvey-Swanson Septic Field

Melissa Clark moved and Hilary Stockoski supported that the Brandon Board of Education approve the Request for Proposal for Harvey-Swanson septic field as presented. Carried unanimously 7-0. M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; Jeff Zielke – yes.

E. Approval of Interim Superintendent Contract Extension

Hilary Stockoski moved and Melissa Clark supported that the Brandon Board of Education approve the Interim Superintendent Contract Extension for Dr. Karl Heidrich subject legal review and approval as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K.. Smith-Kulaga – yes; H. Stockoski – yes; Jeff Zielke – yes.

F. Elect Michigan Association of School Boards (MASB) Region 8 Candidate

Diane Salter moved and Hilary Stockoski supported that the Brandon Board of Education approve to elect Sandra Duhle as MASB Region 8 Board of Directors Candidate. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; Jeff Zielke – yes.

G. Approval of Voluntary Severance Plan Resolution

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the Voluntary Severance Plan Resolution as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; Jeff Zielke – yes.

H. Approval of Extended COVID-19 Continuity of Learning Plan

Diane Salter 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: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

I. Approval to Purchase I-Pads for K-1 Students

Hilary Stockoski moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve to purchase I-Pads for K-1 students as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

X. Citizens' Input

Jennifer Mannino addressed the board about including students and recognizing their achievements. She thanked board members and Dr. Heidrich for all they are doing.

XI. Adjournment – 7:45 p.m. by President Kavalhuna

Minutes prepared by Maria Schubring, Recording Secretary

Melissa Clark
Melissa Clark, Secretary

2/18/2021
Date

**BRANDON SCHOOL DISTRICT
ALL FUNDS
COVER SHEET
FEBRUARY
2021**

All Funds Check Register	\$ 254,062.97
BMO Harris Bank Purchase Card Register	\$ 9,896.54
Pre-pays	\$ -
Employee Reimbursements (02.10.2021)	\$ 126.57
Employee Reimbursements (02.25.2021)	\$ 306.63
MESSA Insurance	\$ 206,551.16
Set Seg Insurance	\$ -
EDUSTAFF	\$ 134,250.68
Payroll Runs - net of reimbursements shown above	
Payroll Run 02.10.2021 (Run 614)	\$ 557,519.37
Payroll Run 02.25.2021 (Run)	\$ 742,461.21
Total for Approval:	\$ 1,905,175.13

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 2/28/2021

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	712,521.19	2,282,342.72	0.00	460,796.28	83.20%
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	71.04	1,018.30	0.00	28,981.70	3.39%
171	Admissions	5,000.00	1,721.00	2,247.00	0.00	2,753.00	44.94%
173	Dues and Fees	47,000.00	2,080.00	37,950.00	0.00	9,050.00	80.74%
181	Rev from Comm Serv Activities	97,000.00	10,345.60	15,453.10	0.00	81,546.90	15.93%
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	6,355.97	10,110.58	0.00	13,889.42	42.12%
	St. Revenue X00: 100 Revenue from Local Sources Total:	2,952,192.00	733,094.80	2,355,174.20	0.00	597,017.80	79.77%
St. Revenue X00:	300 Rev from State Sources						
311	Unrestricted from Grants	15,431,660.00	1,423,988.38	7,058,109.43	0.00	8,373,550.57	45.73%
312	Restricted from Grants	3,617,455.00	380,789.88	1,847,084.87	0.00	1,770,370.13	51.06%
317	Restricted from Public School	605,822.00	45,567.00	306,520.54	0.00	299,301.46	50.59%
	St. Revenue X00: 300 Rev from State Sources Total:	19,654,937.00	1,850,345.26	9,211,714.84	0.00	10,443,222.16	46.86%
St. Revenue X00:	400 Rev from Federal Sources						
414	Restricted from State	1,339,308.50	241,677.80	1,082,554.62	0.00	256,753.88	80.82%
415	Restricted from Other	373,728.00	0.00	373,727.72	0.00	0.28	100.00%
417	Restricted from Public School	614,597.00	206,212.04	221,462.04	0.00	393,134.96	36.03%
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	447,889.84	1,677,744.38	0.00	657,944.12	71.83%
St. Revenue X00:	500 Incoming Transfer/Oth Transact						
513	ISD Collected Millage Tax	1,248,414.00	0.00	634,445.00	0.00	613,969.00	50.82%
519	Other Distribution frm oth PS	311,289.00	55,584.67	55,584.67	0.00	255,704.33	17.85%
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	55,584.67	690,029.67	0.00	869,673.33	44.24%
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	3,086,914.57	13,934,663.09	0.00	12,647,857.41	52.42%

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'

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Current Date: 03/08/2021

Current Time: 09:45:26

Vers. 1

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 2/28/2021

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	535,069.50	2,674,697.64	3,585.05	2,097,095.31	56.08%
112	Middle/JR High School	2,387,698.00	246,906.38	1,250,540.03	469.19	1,136,688.78	52.39%
113	High School	3,939,168.00	394,963.68	2,142,905.25	2,796.00	1,793,466.75	54.47%
118	Pre-School	368,320.00	26,847.83	147,594.30	857.39	219,868.31	40.30%
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	222,054.43	1,058,997.81	973.37	951,749.82	52.68%
125	Compensatory Education	426,219.00	25,632.06	118,727.89	2,403.00	305,088.11	28.41%
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	1,451,473.88	7,415,236.93	11,084.00	53.21%
St. Function X00:	200 Supporting Services						
212	Guidance Services	349,547.00	38,999.13	211,403.00	0.00	138,144.00	60.47%
213	Health Services	104,100.00	9,621.05	51,332.34	45,696.66	7,071.00	93.20%
214	Psychological Services	166,083.00	20,052.29	98,864.85	0.00	67,218.15	59.52%
215	Speech Path & Audiology	269,716.00	33,810.35	139,138.31	51,275.12	79,302.57	70.59%
216	Social Work Services	277,976.00	32,282.56	156,920.27	0.00	121,055.73	56.45%
217	Visual Aid Services	0.00	0.00	0.00	0.00	0.00	0.00%
218	Teacher Consultant	1,000.00	538.25	4,630.92	0.00	-3,630.92	463.09%
219	Othr Pupil Support Svc	33,889.00	1,917.94	9,124.67	0.00	24,764.33	26.92%
221	Improve of Instruction	594,711.50	68,094.17	379,813.49	19,280.20	195,617.81	67.10%
222	Ed Media Services	110,072.00	4,616.85	59,838.57	4,016.45	46,216.98	58.01%
225	Technology Assist Instructn	4,104.00	0.00	4,265.88	0.00	-161.88	103.94%
226	Supv/Dir Instr Staff	255,360.00	22,662.17	160,896.03	0.00	94,463.97	63.00%
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	5,391.14	66,056.31	0.00	22,393.69	74.68%
232	Exec Administration	333,709.00	28,946.04	253,732.52	0.00	79,976.48	76.03%
241	Principal Office	1,317,440.00	109,399.74	664,446.05	1,112.69	651,881.26	50.51%
249	Other School Administration	17,000.00	0.00	627.72	4,000.00	12,372.28	27.22%
252	Fiscal Services	466,036.00	44,686.67	281,579.61	29.04	184,427.35	60.42%
257	Internal Services	11,500.00	108.35	5,131.61	0.00	6,368.39	44.62%
259	Oth Business Svcs	67,000.00	9,926.53	15,586.65	0.00	51,413.35	23.26%
261	Oper Bldg Svcs	3,355,715.00	221,055.22	1,902,845.49	73,717.36	1,379,152.15	58.90%

User: JMEEK - Jan Meek

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Current Date: 03/08/2021

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

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Current Time: 09:45:26

Selection:

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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 2/28/2021

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization	
266	Security Services	197,885.00	20,885.12	77,046.61	0.00	120,838.39	38.93%	
271	Pupil Transportation Svc	1,860,468.00	125,343.78	628,174.84	16,000.00	1,216,293.16	34.62%	
282	Communication Services	81,000.00	3,140.70	30,729.82	4,825.10	45,445.08	43.89%	
283	Staff/Personnel Svcs	125,708.00	8,344.30	76,836.29	0.00	48,871.71	61.12%	
284	Support Svcs Tech	417,608.00	68,257.47	304,305.81	4,553.53	108,748.66	73.95%	
285	Pupil Accounting	132,242.00	9,459.79	83,308.98	158.18	48,774.84	63.11%	
291	Pupil Activities	85,956.00	0.00	20,470.50	0.00	65,485.50	23.81%	
293	Athletic Activities	620,690.00	32,612.81	282,147.65	24,334.93	314,207.42	49.37%	
St. Function X00:	200 Supporting Services	Total:	11,370,666.50	920,152.42	5,990,656.29	248,999.26	5,131,010.95	54.87%
St. Function X00:	300 Community Services							
311	Community Services Direction	85,281.00	3,489.17	31,735.70	0.00	53,545.30	37.21%	
321	Community Recreation	9,921.00	0.00	337.43	0.00	9,583.57	3.40%	
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	3,489.17	32,073.13	0.00	63,128.87	33.68%
St. Function X00:	400 Payments to Oth Gvnt Agencies							
411	Pymt to K12 Public W/In St	332,553.00	15,500.00	127,734.00	0.00	204,819.00	38.41%	
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	15,500.00	127,817.01	0.00	204,735.99	38.43%
St. Function X00:	500 Other Financing Uses							
511	Debt Svc LT-Principal	275,935.00	0.00	276,453.00	0.00	-518.00	100.18%	
St. Function X00:	500 Other Financing Uses	Total:	275,935.00	0.00	276,453.00	0.00	-518.00	100.18%
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	2,390,615.47	13,842,236.36	260,083.26	12,350,878.88	53.31%
St. Fund:	11	Total:	129,322.00	696,299.10	92,426.73	-260,083.26	296,978.53	-129.64%

User: JMEEK - Jan Meek

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Current Date: 03/08/2021

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

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Current Time: 09:45:26

Selection:

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Vers. 1

Brandon School District
Budget to Actual w MTD Actual by St. Fund-Type-St.RevX00-St.FuncX00
As of 2/28/2021

Code	Description	M1 Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
	End of Report	Grand Total:	129,322.00	0.00		92,426.73	

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

11

Current Date: 03/08/2021

Current Time: 09:45:26

Vers. 1



Wakely Associates Inc./Architects

30500 Van Dyke Avenue, Suite 209

Warren, MI 48093

Ph: 586-573-4100 Fx: 586-573-0822 Wb: www.wakelyaia.com

February 18, 2021

Ms. Janice Meek, CFO
Brandon School District
1025 S. Ortonville Road
Ortonville, MI 48462

RE: Brandon School District
Harvey-Swanson Elementary School
Playground Improvements
WA Project No. 201891

Dear Ms. Meek:

Bids were received at 2:00pm Thursday, February 11, 2021, for the Harvey-Swanson Elementary School Playground Improvements. We received bids from three (3) different bidders and the bid tabulation summary is attached to this letter.

On Wednesday, February 17, 2021, a video post-bid interview was conducted with the apparent low bidder, Penchura LLC, out of Brighton, MI.

For clarification, the work scope includes removal of existing swings and the installation of a new 8 seat swingset, 4 musical pieces and 1 new large play structure. It also includes the expansion of the current wood chip areas and sandbox.

An Alternate Bid No.1 was taken for the installation of a new 5 foot wide concrete tricycle path around the current play area that will connect all areas with equipment to the pavilion and adjacent hard surface walkways for complete Barrier Free access to all areas.

After reviewing the bid from Penchura LLC and answering questions during the post-bid interview, it became apparent that the low bidder has included all scope items and are comfortable with their bid.

Ms. Janice Meek
February 18, 2021
Page 2

Penchura LLC has performed similar work for the District at Oakwood Elementary and numerous K-12 school districts in Michigan, and we feel they are more than qualified to perform the specified work.

Therefore, we recommend accepting the following bid for award:

- \$74,247.00 as submitted for the Base Bid scope.
- \$16,093.00 as submitted for Alternate No. 1.
(NOTE: This Base Bid scope includes an allowance of \$5,000.00)

Total award recommendation = \$90,340.00

I would be happy to answer any questions you may have regarding this recommendation.

Sincerely,



Brian J. Smilnak, AIA

BJS/amd
Enclosures
Cc: File

BID TABULATION
BRANDON SCHOOL DISTRICT
PLAYGROUND RENOVATIONS AT
HARVEY SWANSON ELEMENTARY
WA PROJECT NO. 201891
BIDS DUE: FEBRUARY 11, 2021
2:00 P.M.
 WAKELY ASSOCIATES, INC./ARCHITECTS

CONTRACTOR	S E C	A D D	F D	I R A N	BASE BID CATEGORY 0300 GENERAL TRADES	ALT NO. 1 CONCRETE TRICYCLE PATH	VOLUNTARY ALTERNATE	REMARKS					
Rolar Construction Corp. (Warren, MI)	X		X	X	\$88,450.00	ADD \$10,700.00	N/A						
Play Environments Design, LLC (Holland, MI)	X		X	X	NO BID	ADD \$12,983.00	\$77,520.00 PlayCraft Systems						
Penchura LLC (Brighton, MI)	X		X	X	\$74,247.00	ADD \$16,093.00	ADD \$1,875.00 (A) ADD \$875.00 (B)						

A.Restoration of play areas
 B.Restoration of sidewalk areas



Wakely Associates Inc./Architects

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Warren, MI 48093

Ph: 586-573-4100 Fx: 586-573-0822 Wb: www.wakelyaia.com

March 5, 2021

Ms. Janice Meek, CFO
Brandon School District
1025 S. Ortonville Road
Ortonville, MI 48462

RE: Brandon School District
Harvey-Swanson Elementary School
Septic Field Replacement
WA Project No. 201892

Dear Ms. Meek:

Bids were received at 2:00pm Thursday, March 4, 2021, for the Harvey-Swanson Elementary School Septic Field Replacement. We received bids from two (2) different bidders and the bid tabulation summary is attached to this letter.

On Thursday, March 4, 2021, a post-bid interview was conducted with the apparent low bidder, R&R Earthmovers, Inc., out of Ortonville, MI.

For clarification, the work scope includes removal and replacement of the existing septic field north of the school building including pumps.

After reviewing the bid from R&R Earthmovers, Inc. and answering questions during the post-bid interview, it became apparent that the low bidder has included all scope items and are comfortable with their bid.

R&R Earthmovers, Inc. has performed similar work for the District and was involved in the preliminary design work for this project that was required by the DEQ during the permitting process, and we feel they are more than qualified to perform the specified work.

Ms. Janice Meek, CFO
March 5, 2021
Page 2

Therefore, we recommend accepting the following bid for award:

- \$47,780.00 as submitted for the Base Bid scope.
(NOTE: This Base Bid scope includes an allowance of \$5,000.00)

Total award recommendation = \$47,780.00

I would be happy to answer any questions you may have regarding this recommendation.

Sincerely,



Brian J. Sminak, AIA

BJS/amd
Enclosures
Cc: File

Brandon School District

**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.