



# 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 21, 2022**  
**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. BHS Student Report
- V. Bond Update ~ Brian Smilnak and Jeff Bates
  - A. Facility Projects
    - 1. Oakwood Parking Lot
    - 2. HSE Playground
  - B. Other Bond Projects ~ Janice Meek
    - 1. Phone System Upgrade
    - 2. Security Camera Upgrade
- VI. Superintendent Report
  - A. Introduction of New Employee - Kathie Belkowski, HR Manager
- VII. Board Report
- VIII. Public Comments and Questions on Agenda Business
- IX. 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 11, 2022, Special Meeting 3
  - B. Minutes of the February 14, 2022, Regular Meeting 4
  - C. General Fund Accounts Payable in the amount of \$ 2,396,082.92 7
- X. Information and Discussion Items
  - A. Finance Report ~ Janice Meek
    - 1. Belle Ann Proceeds
    - 2. Bus Purchase
  - B. Education Report ~ Carly Stone
    - 1. MiPHY
- XI. Action Items
  - A. Approval of BHS Freshmen STEM Classes Overnight Trip
  - B. Approval of Human Resource Report

- C. Approval of Oakland Schools MiPEER Software Agreement for Finance and Human Resources
  - D. Approval of Bid for Harvey-Swanson Playground
  - E. Approval of the 2022 School Building and Site Bonds, Series I Resolution
  - F. Approval of Security Camera Upgrades
  - G. Approval of Phone/Emergency Communication System Upgrades
  - H. Approval of Capital Projects Fund
  - I. Approval to Purchase Buses
  - J. Approval of Bid for Oakwood Parking Lot
  - XII. Citizens' Input
  - XIII. Closed Session ~ Security Planning
  - XIV. Adjournment
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### Public Participation at Board Meetings

The Brandon Board of Education recognizes the value of public comments and the importance of expressing yourselves to us on district matters.

#### PUBLIC COMMENT GUIDELINES

**IN PERSON:** You must sign in with your name, email address or phone number, home address, group affiliation (if any) and the topic you are going to speak on. Sign In sheet is on table with agendas

**VIRTUALLY:** If participating virtually then “raise your hand” in the Zoom webinar control box with your name, contact email or phone number and indicate the topic you are going to speak on.

1. When addressing the Board please recognize yourself by stating your name.
2. Each statement shall be limited to THREE (3) minutes: you can only speak once.
3. The statements shall be directed at the board only.
4. Generally, the board will not respond to public comments during the meeting.
5. 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.

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 the superintendent or the board president.

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

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

**February 11, 2022**  
**6:00 PM**

## UNOFFICIAL MINUTES

- I. Call to Order – 6:00 p.m. by Diane Salter
- II. Roll Call  
Present: Melissa Clark, Rebecca Haynes, Lisa Kavalhuna, Diane Salter, Kim Smith-Kulaga, Hilary Stockoski, Jeff Zielke  
Others present: John Silveri, Michigan Leadership Institute
- III. Pledge of Allegiance
- IV. Public Comments  
No one from the public wished to address the board.
- V. Superintendent Search Planning - John Silveri, Michigan Leadership Institute  
John Silveri engaged board members in discussion and conversation related to the Brandon School District superintendent search. Discussion items include:
  - Timeline and search activities
  - Basic candidate qualifications
  - Compensation and contract parameters
  - Point(s) of contact and mode of communication
  - Expectations, roles and responsibilities of the board and MLI commitments
  - Key skills, abilities, characteristics
  - Brandon Schools top 5-10 strengths
- VI. Adjournment – 8:58 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary

  
\_\_\_\_\_  
Kim Smith-Kulaga, Secretary

2/24/2022  
\_\_\_\_\_  
Date



# Brandon School District

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

**February 14, 2022**  
**6:30 PM**

## **UNOFFICIAL MINUTES**

- I. Call to Order – 6:30 p.m. by Diane Salter
- II. Roll Call  
Present: Melissa Clark, Rebecca Haynes, Lisa Kavalhuna, Kim Smith-Kulaga, Hilary Stockoski, Jeff Zielke, Diane Salter  
Others present: Dr. Gary Richards, Interim Superintendent of Schools; Janice Meek, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum/Instruction; Diane Zedan, Director of Special Education/Preschool; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.  
At this time, Diane Salter introduced and welcomed interim superintendent, Dr. Gary Richards. President Salter provided a statement from the Brandon Board of Education regarding the February 11<sup>th</sup>, 2022 Oakland County Health Department (OCHD) lifting emergency order 2021-1 effective February 28<sup>th</sup>, 2022. She shared that we will be adding an action item to the agenda – H. Approval of Dr. Richard’s Recommendation for Mask Optional. She thanked parents and community members for voicing their opinions regarding masks. Dr. Richards reported on covid numbers, OCHD vaccine dashboard information, Brandon test to stay program, and mask bullying. He shared his recommendation with the board – in keeping with Oakland County Health Division to strongly recommend universal in door masking by all students and staff, but allow students, staff and guests the option or choice of wearing a mask in all school buildings effective February 28<sup>th</sup>. He shared that we will closely monitor our positivity rates. A letter will be going out to staff and families in the near future.
- IV. Bond Update  
A. Facility Projects
  1. Harvey-Swanson Projects  
Brian Smilnak and Jeff Bates provided an update on HSE bond project improvements. They provided a design update with pictures of the HSE playground improvements recommended by the playground committee. The project bid will be available this month.
  2. Oakwood Projects  
Brian Smilnak and Jeff Bates provided an update and shared images of the replacement areas of the Oakwood parking lot. This project is going out for bid tomorrow.
- B. Technology Projects  
Janice Meek provided an update regarding the proposed phone system going out for bid this week. She also provided information about the RFP for increased security cameras around the district.
- V. Superintendent Report  
A. Recognition of 2021-2022 Elementary and Secondary Teachers of the Year

Dr. Richards publicly introduced and congratulated Russ McMartin, Secondary Teacher of the Year and Christy Polasek, Elementary Teacher of the Year.

B. Introduction of New Hire Stephanie Wozniak, BHS Social Worker

Dr. Richards introduced Stephanie Wozniak as our new Brandon High School social worker. Stephanie provided background information about herself.

C. Harvey-Swanson Elementary School Showcase

Principal Debbie Brauher and teachers Jackie Long and Beth Mulligan shared a presentation regarding Harvey-Swanson student of the week, student council, and student safety team.

VI. Board Report

D. Superintendent Search Process

President Salter shared that a board workshop was held last Friday and led by John Silveri, Michigan Leadership Institute. The superintendent search process has officially started. Melissa Clark shared that the BOE athletic committee will meet the week of February 21<sup>st</sup> with the athletic director.

VII. Public Comments and Questions on Agenda Business

No one from the public wished to address the Board.

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.*

Lisa Kavalhuna 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; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

Consent agenda items include:

A. Minutes of the January 10, 2022, Special Meeting

B. Minutes of the January 10, 2022, Regular Meeting

C. General Fund Accounts Payable in the amount of \$ 2,416,689.32

IX. Information and Discussion Items

A. Finance Report

Janice Meek provided a bond update and shared that we are on track for the bond sale.

B. Education Report

1. BLFH Update

Carly Stone and Megan Koslowski reported on Virtual Programming – Summit Virtual Academy and Brandon Learn from Home. They reviewed a presentation with BLFH enrollment numbers, BLFH staffing, BLFH comparison from 2020/2021 school year vs. 2021/2022 school, semester one vs. semester two enrollment numbers, student engagement/attendance, and course pass rate. They also reviewed Summit Virtual Academy first semester enrollment numbers with a 90% course completion rate, self-paced program. We have been looking at student achievement and student attendance. Carly Stone shared that we should start thinking about next school year. We propose changes for the 2022-2023 school year to shift BLFH to Summit Virtual Academy, full-year enrollment model with the vendor-provided curriculum by Edmentum. She shared that the application process will begin on March 1<sup>st</sup> and close on April 8<sup>th</sup> after spring break. Students must demonstrate previous success with online learning.

X. Action Items

A. Approval of Human Resource Report

Rebecca Haynes moved and Lisa Kavalhuna supported that the Brandon Board of Education approve the Human Resource Report as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

B. Approval to Purchase Band Instruments

Lisa Kavalhuna moved and Rebecca Haynes supported that the Brandon Board of Education approve the purchase of band instruments not to exceed \$75,000, funding source 2021 voted bond, as presented.

Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

C. Approval to issue an RFP for Additional Security Cameras

Hilary Stockoski moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve to issue an RFP for additional security cameras, funding source 2021 voted bond, as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

D. Approval to issue an RFP for a District-Wide Phone/Emergency Communications System

Melissa Clark moved and Rebecca Haynes supported that the Brandon Board of Education approve to issue an RFP for additional security cameras, funding source 2021 voted bond, as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

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

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

F. Resolution in Support of the IDEA Full Funding Act

Kim Smith-Kulaga moved and Lisa Kavalhuna supported that the Brandon Board of Education approve the Resolution in Support of the IDEA Full Funding Act as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

G. Approval of Preschool Classroom Equipment (GSRP Grant Funded)

Melissa Clark moved and Hilary Stockoski supported that the Brandon Board of Education approve the purchase of preschool classroom equipment not to exceed \$80,000, GSRP grant funding source, as presented. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

H. Approval of Dr. Richard's Recommendation for Mask Optional

Lisa Kavalhuna moved and Kim Smith-Kulaga supported that the Brandon Board of Education in keeping with the Oakland County Health Division recent order strongly recommend universal indoor masking by all students and staff, but allow students, staff and guests the option or choice of wearing a mask in all school buildings effective February 28<sup>th</sup>. Carried unanimously 7-0. Roll call vote: M. Clark – yes; R. Haynes – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

XI. Citizens' Input

D. Warren addressed the Board about bullying and count day.

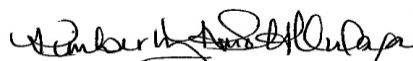
S. Simmer-Robbins addressed the Board about bullying and special education.

R. Blair addressed the Board about bringing in motivational speakers to students and the November 2022 election.

J. Freese addressed the Board about masks.

XII. Adjournment – 8:27 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary



Kim Smith-Kulaga, Secretary

2/24/2022

Date

**BRANDON SCHOOL DISTRICT  
ALL FUNDS  
COVER SHEET**

**February  
2022**

All Funds Check Register	\$ 818,261.82
BMO Harris Bank Purchase Card Register	\$ 15,598.80
Pre-pays	\$ -
Employee Reimbursements (02.10.2022)	\$ 701.08
Employee Reimbursements (02.25.2022)	\$ 797.09
MESSA Insurance	\$ 205,786.15
Set Seg Insurance	\$ -
EDUSTAFF	\$ 119,330.38
Payroll Runs - net of reimbursements shown above	
Payroll Run 02.10.2022 (Run 623)	\$ 620,841.42
Payroll Run 02.25.2022 (Run 624)	\$ 614,766.18

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**Total for Approval:** **\$ 2,396,082.92**

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