



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
April 18, 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
- VI. Superintendent Report ~ Dr. Gary Richards
 - A. Introduction of New Employee - Thomas Bezak, Technology Director
 - B. Oakwood Elementary School Showcase - Coy Stewart, Sarah Deo, Caitlin Tallon
- 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 April 4, 2022, Special Meeting 3
 - B. Minutes of the March 21, 2022, Regular Meeting 4
 - C. General Fund Accounts Payable in the amount of \$ 2,404,015.23 8
- X. Information and Discussion Items
 - A. Finance Report ~ Janice Meek
 - B. Education Report ~ Carly Stone
 - 1. High School ELA - Gwen Stine
 - C. Neola Policy Update ~ Dr. Richards
 - 1. First Reading of Neola Policy Update, Volume 36, Number 2
- XI. Action Items
 - A. Approval of BHS Spanish Class Overnight Trip to Chicago
 - B. Approval of Human Resource Report
 - C. Approval of Exterior Lighting Quote

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

Brandon Board of Education
Special Meeting
Central Office Board Room and Zoom Platform
1025 S. Ortonville Road
Ortonville, Michigan 48462
April 4, 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, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke
Others present: Dr. Gary Richards, Superintendent of Schools; Janice Meek, Executive Director of Business Services; Dan Stevens, BHS Principal; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the Board of Education.
- IV. Public Comments and Questions on Agenda Business
No one from the public wished to address the Board.
- V. Closed Session ~ Security Planning
Lisa Kavalhuna moved and Melissa Clark supported that the Brandon Board of Education approve to enter a closed session for the purpose of security planning for the safety of students and staff 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.

Closed session started at 6:01 p.m.
Return to open session at 7:48 p.m.
- VI. Adjournment – 7:48 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary



Kimberly Smith-Kulaga, Secretary

4/14/2022

Date



Brandon School District

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

UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Diane Salter
- II. Roll Call
Present: Melissa Clark, Rebecca Haynes, Diane Salter, Kimberly Smith-Kulaga, Hilary Stockoski, Jeffrey Zielke
Absent: Lisa Kavalhuna (absent with notice)
Others present: Dr. Gary Richards, Superintendent of Schools; Janice Meek, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum / Instruction; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the Board of Education.
- IV. BHS Student Report
No report at this time.
- V. Bond Update
Brian Smilnak and Jeff Bates provided information on high school track repairs and turf field repairs for the summer of 2022. They reviewed summer 2023 construction projects – HSE interior renovations, high school interior renovations, high school track/turf field replacement, parking lots for Harvey-Swanson and high school, and athletic facility projects.
 - A. Facility Projects
 1. Oakwood Parking Lot – Brian and Jeff provided a bidding update and the award recommendation for Oakwood parking lot to Waldorf & Sons, Inc. and Eastern Asphalt Co. They reviewed the scope of the parking lot areas that are scheduled to be replaced.
 2. HSE Playground – Brian and Jeff provided a bidding update and the award recommendation for Harvey-Swanson playground to Sinclair Construction. They reported that the playground will be ready to go for the start of the school year.
 - B. Other Bond Projects
 1. Phone System Upgrade – Janice Meek provided an update on the phone/emergency communication system. She shared that we received seven bids and recommended to award the bid to Evolving Technologies.
 2. Security Camera Upgrade – Janice Meek provided an update on security camera upgrades. She shared that we received five bids and recommended to award the bid to ROK Systems.
- VI. Superintendent Report
Dr. Richards shared that last month he reported that he has been visiting classrooms and teachers, and continues to visit buildings. He thanked building administrators for the great job that they are doing.
 - A. Introduction of New Employee
Dr. Richards welcomed and introduced our new human resource manager, Kathie Belkowski. Ms. Belkowski provided background information and shared her vision for our district.
- VII. Board Report

Diane Salter reported that she received a message from Lori Marino regarding the Spanish Club trip to Chicago. Ms. Marino shared that she received great compliments about our students from the tour group.

VIII. Public Comments and Questions on Agenda Business

No one from the public wished to address the Board.

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.

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the consent agenda as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

A. Minutes of the February 11, 2022, Special Meeting

B. Minutes of the February 14, 2022, Regular Meeting

C. General Fund Accounts Payable in the amount of \$ 2,396,082.92

X. Information and Discussion Items

A. Finance Report

1. Belle Ann Proceeds

Janice Meek shared that she is seeking board approval tonight to spend Belle Ann proceeds on construction projects. She will create a separate capital projects account for the \$440,275.00 proceeds.

2. Bus Purchase

Janice Meek reported on our current bus information and bus fleet replacement schedule. She shared that she is seeking board approval tonight to purchase buses from Midwest Transit with bond dollars.

B. Education Report

1. MiPHY

Carly Stone, Dan Stevens and Mike Tucker presented on the Michigan Profile for Healthy Youth (MiPHY) and data results. The MiPHY is an online survey supported by the Michigan Department of Education and Health and Human Services and was conducted with students across the State in grades 7, 9, and 11. They shared that survey participation is anonymous and voluntary. Principal Mike Tucker provided positive takeaways and things to be mindful of from Brandon Middle School students. Principal Dan Stevens provided positive takeaways and things to be mindful of from Brandon High School students. Carly Stone shared that this is our baseline this year, and 2024 will be the next year we participate.

XI. Action Items

A. Approval of BHS Freshmen STEM Classes Overnight Trip

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the BHS freshmen STEM classes overnight trip to Grand Rapids, MI April 18th – April 19th, 2022 or Detroit, MI April 25th – 26th, 2022 for the State of Michigan Bridge Competition as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

B. Approval of Human Resource Report

Rebecca Haynes moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the Human Resource Report as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

C. Approval of Oakland Schools MiPEER Software Agreement for Finance and Human Resources

Hilary Stockoski moved and Rebecca Haynes supported that the Brandon Board of Education approve the Oakland Schools MiPEER Software Agreement for Finance and Human Resources as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

D. Approval of Bid for Harvey-Swanson Playground

Rebecca Haynes moved and Melissa Clark supported that the Brandon Board of Education approve the Harvey-Swanson playground improvements bid recommendation from Wakely, Associates, Inc., to award the bid to Sinclair Recreation, Holland, MI in the amount not to exceed \$419,000.00 (Note: This Base Bid scope includes an allowance of \$10,000.00) as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

E. Approval of the 2022 School Building and Site Bonds, Series I Resolution

Melissa Clark moved and Rebecca Haynes supported that the Brandon Board of Education approve the 2022 School Building and Site Bonds, Series I Resolution as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

F. Approval of Security Camera Upgrades

Hilary Stockoski moved and Melissa Clark supported that the Brandon Board of Education award the Bid of ROK Systems received in response to the School District's Request for Bids for additional Security Cameras as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

G. Approval of Phone/Emergency Communication System Upgrades

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education award the Bid of Evolving Technologies received in response to the School District's Request for Bids for a Phone/Emergency Communication System Upgrade as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

H. Approval of Capital Projects Fund

Rebecca Haynes moved and Melissa Clark supported that the Brandon Board of Education approve the spending of the Belle Ann sale proceeds in the amount of \$440,275.00 as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

I. Approval to Purchase Buses

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve to purchase buses from Midwest Transit, Marshall, MI as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

J. Approval of Bid for Oakwood Parking Lot

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the Oakwood parking lot replacement bid recommendation from Wolgast Corporation to award the bid to Waldorf & Sons Inc. in the amount not to exceed \$458,412.00 for site work, and Eastern Asphalt Co. Inc. in the amount not to exceed \$429,845.00 for asphalt paving. Grand total of \$888,257.00 as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

K. Approval of DM Burr Contract Addendum

Melissa Clark moved and Kim Smith-Kulaga supported that the Brandon Board of Education approve the DM Burr contract addendum as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

XII. Citizens' Input

D. Warren addressed the board about handling situations properly with his child.

A. Elliot shared that she spoke previously at a different board meeting. She thanked the board for their help and for listening to students.

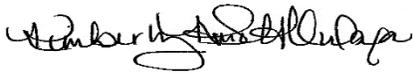
XIII. Closed Session ~ Security Planning

Melissa Clark moved and Hilary Stockoski supported that the Brandon Board of Education approve to enter a closed session for the purpose of security planning for the safety of students and staff as presented. Carried unanimously 6-0. Roll call vote: M. Clark – yes; R. Haynes – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; D. Salter – yes.

Audience dismissed at 8:15 p.m.
Closed session started at 8:20 p.m.
Return to open session at 9:20 p.m.

XIV. Adjournment – 9:20 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary



Kimberly Smith-Kulaga, Secretary

3/31/2022

Date

**BRANDON SCHOOL DISTRICT
ALL FUNDS
COVER SHEET**

**March
2022**

All Funds Check Register	\$ 775,798.51
BMO Harris Bank Purchase Card Register	\$ 18,906.22
Pre-pays	\$ -
Employee Reimbursements (03.10.2022)	\$ 315.46
Employee Reimbursements (03.25.2022)	\$ 643.37
MESSA Insurance	\$ 204,805.95
Set Seg Insurance	\$ -
EDUSTAFF	\$ 143,265.30
Payroll Runs - net of reimbursements shown above	
Payroll Run 03.10.2022 (Run 623)	\$ 620,222.27
Payroll Run 03.25.2022 (Run 624)	\$ 640,058.15

Total for Approval: \$ 2,404,015.23

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.