



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
September 19, 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
 - A. Bond Projects
- VI. Superintendent Report ~ Daniel Gilbertson
 - A. Introduction of New Employees
- 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 September 7, 2022, Special Meeting 3
 - B. Minutes of the August 15, 2022, Regular Meeting & Closed Session
 - C. General Fund Accounts Payable in the amount of \$ 2,208,729.43 4
- IX. Information and Discussion Items
 - A. Board Report ~ Diane Salter
 - B. Education Report ~ Carly Stone
 - 1. SEL Plan for the 2022-2023 school year
 - C. Finance Report ~ Janice Meek 5
- X. Action Items
 - A. Election of Vice-President
 - B. Board of Education Representative to the Oakland County Intermediate School District
 - C. Approval of Human Resource Report 9
 - D. Approval of Oakwood Elementary Overnight Trip to Mackinac Island
 - E. Approval of Harvey Swanson Elementary Overnight Trip to Mackinac Island
 - F. Approval of BHS Student Council Overnight Trip to Camp Copneconic
 - G. Approval to Purchase Band Instruments
 - H. Resolution Authorizing Purchase of Weapons Detection System
 - I. Approval of DM Burr Contract Addendum

- XI. Citizens' Input
 - XII. Closed Session ~ Negotiations
 - XIII. Adjournment
-

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.



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September 7, 2022
7:00 PM

UNOFFICIAL MINUTES

I. Call to Order – 7:00 p.m. by President Diane Salter

II. Roll Call

Present: Rebecca Haynes, Lisa Kavalhuna, Diane Salter, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke

Absent: None

Others present: 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. Interviews for Board Member Vacancy

7:00 p.m. - John Chartier

7:20 p.m. - Melodie Lange

7:40 p.m. - Jennifer Gifford

VI. Discussion of Board Candidates

Diane Salter shared that Jennifer Gifford send an email sharing that she could not attend the interview tonight. Board members engaged in discussion regarding selecting from the candidates that interviewed tonight.

VII. Selection of New Brandon Board of Education Member

Lisa Kavalhuna moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve to appoint John Chartier as a member of the Board of Education of Brandon School District, beginning September 7, 2022 with term ending December 31, 2022. Carried unanimously 6-0. Roll call vote: R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

VIII. Citizens' Input

No one from the public wished to address the Board.

IX. Adjournment – 7:58 p.m. by President Diane Salter



Kimberly Smith-Kulaga, Secretary

September 16, 2022
Date

**BRANDON SCHOOL DISTRICT
ALL FUNDS
COVER SHEET**

**August
2022**

All Funds Check Register	\$ 809,109.85
BMO Harris Bank Purchase Card Register	\$ 10,586.01
Pre-pays	\$ -
Employee Reimbursements (08.10.2022)	\$ -
Employee Reimbursements (08.25.2022)	\$ 575.02
MESSA Insurance	\$ 202,262.56
Set Seg Insurance	\$ -
EDUSTAFF	\$ 26,112.68
Payroll Runs - net of reimbursements shown above	
Payroll Run 08.10.2022 (Run 623)	\$ 596,338.86
Payroll Run 08.25.2022 (Run 624)	\$ 563,744.45

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Total for Approval: \$ 2,208,729.43

Please contact Janice Ziesel at 248-627-1810 or by email at jziesel@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 8/31/2022

Code	Description	WB 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	2,820,000.00	106,172.73	133,527.18	0.00	2,686,472.82	4.73%
119	Penalties on Delinquent Taxes	0.00	0.00	0.00	0.00	0.00	0.00%
131	Tuition	0.00	2,240.00	2,240.00	0.00	-2,240.00	0.00%
141	Transportation Fees	0.00	0.00	0.00	0.00	0.00	0.00%
151	Earnings on Investment/Deposit	1,000.00	0.00	6,006.51	0.00	-5,006.51	600.65%
171	Admissions	47,000.00	1,525.00	1,525.00	0.00	45,475.00	3.24%
173	Dues and Fees	47,000.00	6,831.50	11,606.50	0.00	35,393.50	24.69%
181	Rev from Comm Serv Activities	123,000.00	1,583.75	8,228.75	0.00	114,771.25	6.69%
193	Gain/Loss Sale of Fixed Assets	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
199	Misc Local Revenues	25,000.00	250.00	265.00	0.00	24,735.00	1.06%
St. Revenue X00:	100 Revenue from Local Sources Total:	3,065,000.00	118,602.98	163,398.94	0.00	2,901,601.06	5.33%
St. Revenue X00:	300 Rev from State Sources						
311	Unrestricted from Grants	15,975,554.00	2,954.00	31,697.07	0.00	15,943,856.93	5.19%
312	Restricted from Grants	4,340,382.00	0.00	238,030.00	0.00	4,102,352.00	5.48%
317	Restricted from Public School	1,060,655.00	0.00	228,764.65	0.00	831,890.35	21.56%
St. Revenue X00:	300 Rev from State Sources Total:	21,376,591.00	2,954.00	498,491.72	0.00	20,878,099.28	2.33%
St. Revenue X00:	400 Rev from Federal Sources						
414	Restricted from State	1,385,307.00	0.00	0.00	0.00	1,385,307.00	0.00%
415	Restricted from Other	0.00	0.00	0.00	0.00	0.00	0.00%
417	Restricted from Public School	773,398.00	0.00	0.00	0.00	773,398.00	0.00%
418	Unrestrict from Public School	0.00	0.00	0.00	0.00	0.00	0.00%
419	Other Fed Sources	0.00	3,479.04	3,479.04	0.00	-3,479.04	0.00%
St. Revenue X00:	400 Rev from Federal Sources Total:	2,158,705.00	3,479.04	3,479.04	0.00	2,155,225.96	0.16%
St. Revenue X00:	500 Incoming Transfer/Oth Transact						
513	ISD Collected Millage Tax	1,107,301.00	0.00	0.00	0.00	1,107,301.00	0.00%
519	Other Distribution frm oth PS	135,094.00	0.00	0.00	0.00	135,094.00	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:	1,242,395.00	0.00	0.00	0.00	1,242,395.00	0.00%
St. Revenue X00:	600 Fund Modifications						
625	School Lunch Fund Modification	0.00	0.00	0.00	0.00	0.00	0.00%

User: JMEEK - Jan Ziesel

Page

Current Date: 09/09/2022

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

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Current Time: 10:25:16

Selection:

FY = '2023' 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 8/31/2022

Code	Description	WB Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
631	Debt Service Fund Modification	128,167.00	0.00	0.00	0.00	128,167.00	0.00%
632	IPA Fund Modification	338,102.00	0.00	0.00	0.00	338,102.00	0.00%
St. Revenue X00:	600 Fund Modifications	466,269.00	0.00	0.00	0.00	466,269.00	0.00%
Type:	4	Revenue Total:	28,308,960.00	125,036.02	665,369.70	27,643,590.30	2.35%
Type: 5 Expense							
St. Function X00:	100 Instruction						
111	Elementary	5,138,709.00	22,058.21	23,434.70	28,363.37	5,086,910.93	1.00%
112	Middle/JR High School	2,557,173.00	9,803.18	10,149.13	8,461.76	2,538,562.11	0.72%
113	High School	4,849,824.00	18,272.29	66,744.88	20,296.07	4,762,783.05	1.79%
118	Pre-School	531,079.00	8,854.25	11,819.28	9,212.44	510,047.28	3.96%
119	Summer School	120,019.00	30,970.13	46,164.01	274.85	73,580.14	38.69%
122	Special Education	2,235,295.00	8,307.74	8,570.48	2,457.37	2,224,267.15	0.49%
125	Compensatory Education	764,557.00	2,001.35	4,996.35	0.00	759,560.65	0.65%
127	Career & Technical	57,064.00	2,809.14	2,809.15	3,865.03	50,389.82	11.69%
216	Social Work Services	0.00	0.00	0.00	0.00	0.00	0.00%
St. Function X00:	100 Instruction	Total:	16,253,720.00	103,076.29	174,687.98	16,006,101.13	6.52%
St. Function X00:	200 Supporting Services						
212	Guidance Services	831,263.00	1,041.39	6,410.19	0.00	824,852.81	0.77%
213	Health Services	107,000.00	1,815.26	1,815.26	0.00	105,184.74	1.69%
214	Psychological Services	198,859.00	21.40	21.41	0.00	198,837.59	0.01%
215	Speech Path & Audiology	316,067.00	1,651.65	2,049.05	0.00	314,017.95	0.64%
216	Social Work Services	325,269.00	1.73	4.02	0.00	325,264.98	0.00%
217	Visual Aid Services	0.00	0.00	0.00	0.00	0.00	0.00%
218	Teacher Consultant	8,829.00	2,075.00	2,075.00	0.00	6,754.00	23.50%
219	Othr Pupil Support Svc	18,370.00	0.00	0.00	0.00	18,370.00	0.00%
221	Improve of Instruction	600,309.00	58,661.94	75,550.90	80,948.53	443,809.57	26.06%
222	Ed Media Services	148,752.00	2,541.87	8,325.13	590.82	139,836.05	5.99%
225	Technology Assist Instructn	89,583.00	0.00	0.00	4,039.28	85,543.72	4.50%
226	Supv/Dir Instr Staff	300,085.00	7,901.34	11,973.11	0.00	288,111.89	3.98%
227	Academic Student Assessment	38,588.00	0.00	20,400.00	0.00	18,188.00	52.86%
229	Other Instructional Staff Svc	0.00	0.00	0.00	0.00	0.00	0.00%
231	Board of Education	106,950.00	20,431.21	28,529.21	0.00	78,420.79	26.67%
232	Exec Administration	393,416.00	35,731.49	70,714.21	205.79	322,496.00	18.02%
241	Principal Office	1,298,213.00	68,894.29	90,346.42	0.00	1,207,866.58	6.95%

User: JMEEK - Jan Ziesel

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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 8/31/2022

Code	Description	WB Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization	
249	Other School Administration	17,000.00	170.00	170.00	0.00	16,830.00	1.00%	
252	Fiscal Services	512,393.00	41,494.06	83,679.05	4.13	428,709.82	16.33%	
257	Internal Services	7,000.00	-528.88	-528.88	0.00	7,528.88	-7.55%	
259	Oth Business Svcs	66,300.00	0.00	6,158.66	0.00	60,141.34	9.28%	
261	Oper Bldg Svcs	2,415,522.00	111,132.05	443,191.12	57,977.82	1,914,353.06	20.74%	
266	Security Services	323,636.00	3,186.00	3,643.60	0.00	319,992.40	1.12%	
271	Pupil Transportation Svc	1,707,910.00	9,577.45	9,577.45	0.00	1,698,332.55	0.56%	
281	Plan, Research, Dev and Eval	0.00	0.00	0.00	0.00	0.00	0.00%	
282	Communication Services	51,768.00	5,602.08	5,602.08	0.00	46,165.92	10.82%	
283	Staff/Personnel Svcs	240,529.00	19,916.06	49,395.10	0.00	191,133.90	20.53%	
284	Support Svcs Tech	518,983.00	45,420.87	68,186.08	21,693.41	429,103.51	17.31%	
285	Pupil Accounting	114,522.00	9,231.83	18,463.68	0.00	96,058.32	16.12%	
291	Pupil Activities	65,440.00	1,136.00	1,136.00	0.00	64,304.00	1.73%	
293	Athletic Activities	622,069.00	34,832.33	34,933.30	64,325.84	522,809.86	15.95%	
St. Function X00:	200 Supporting Services	Total:	11,444,625.00	481,938.42	1,041,821.15	229,785.62	10,173,018.23	11.11%
St. Function X00:	300 Community Services							
311	Community Services Direction	138,759.00	18,187.48	12,643.33	0.00	126,115.67	7.11%	
321	Community Recreation	321.00	0.00	74.82	0.00	246.18	23.30%	
331	Community Activities	0.00	0.00	0.00	0.00	0.00	0.00%	
St. Function X00:	300 Community Services	Total:	139,080.00	18,187.48	12,718.15	0.00	126,361.85	9.14%
St. Function X00:	400 Payments to Oth Gvnt Agencies							
411	Pymt to K12 Public W/In St	0.00	0.00	0.00	0.00	0.00	0.00%	
452	Site Improvement Services	15,000.00	0.00	0.00	0.00	15,000.00	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	0.00	0.00	0.00	0.00%	
St. Function X00:	400 Payments to Oth Gvnt Agencies	Total:	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
St. Function X00:	500 Other Financing Uses							
511	Debt Svc LT-Principal	476,585.00	0.00	31,188.00	0.00	445,397.00	6.54%	
St. Function X00:	500 Other Financing Uses	Total:	476,585.00	0.00	31,188.00	0.00	445,397.00	6.54%
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	0.00	0.00	0.00	0.00	0.00	0.00%	
639	Fund Mod-LT Debt Fund	0.00	0.00	0.00	0.00	0.00	0.00%	
St. Function X00:	600 Transfers Out	Total:	0.00	0.00	0.00	0.00	0.00%	
Type:	5	Expense Total:	28,329,010.00	603,202.19	1,260,415.28	302,716.51	26,765,878.21	5.51%

User: JMEEK - Jan Ziesel

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As of 8/31/2022

Code	Description	WB Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
St. Fund: 11	Total:	-20,050.00	-478,166.17	-595,045.58	-302,716.51	877,712.09	4,477.61%
	End of Report	Grand Total:	-20,050.00	0.00	-595,045.58		



Brandon School District

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

Daniel E. Gilbertson
Superintendent of Schools
DGilbertson@brandon.k12.mi.us

BRANDON BOARD OF EDUCATION MEETING

[September 19, 2022](#)

Human Resource Report

Professional New Hires:

Bethany Taylor, Math Teacher, BHS
Karianne Ogans, 1st Grade Teacher, HSE
Trisha Nelson, Counselor, BHS
Shawna Gage, 1st Grade Teacher, HSE
Heather Williams, 4th Grade Teacher, OE
Ashley Goff, 2nd Grade Teacher, HSE
Shannon Dean, Resource Room Teacher, HSE
Lisa Batchelder, Math Teacher, BHS
Patricia Francisco, Resource Room Teacher, HSE

Transfers:

Stephanie Wozniak, School Social Worker, from BHS to BMS
Erin Sallmen, Reading Interventionist (EduStaff) to BMS ELA .6 FTE
Lena Painter, Academic Interventionist (EduStaff) OE to HSE 5th Grade

Retirement:

None

Resignation:

Christy Polasek, Resource Room Teacher, HSE
Angela Stover, 5th Grade Teacher, HSE
Valerie Blankenship, Math, BHS