



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 Rd.
Ortonville, Michigan 48462
November 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
 - A. Bond Projects
- VI. Superintendent Report ~ Dr. Gary Richards
 - A. Harvey-Swanson Elementary School Showcase
- VII. Public Comments and Questions on Agenda Business
- VIII. Approval of Consent Agenda

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

 - A. Minutes of the October 17, 2022, Regular Meeting & Closed 3
 - B. Minutes of the October 10, 2022, Special Meeting & Closed 6
 - C. Minutes of the October 24, 2022, Special Meeting & Closed 7
 - D. General Fund Accounts Payable in the amount of \$ 2,762,964.66 8
- IX. Information and Discussion Items
 - A. Board Report ~ Diane Salter
 - B. Education Report ~ Carly Stone
 - C. Finance Report ~ Janice Meek
- X. Action Items
 - A. Approval of First Student Contract Amendment
 - B. Approval of Human Resource Report
 - C. Approval of Regular Board Meeting Date Change 9
 - D. Approval to Invest Bond Proceeds
- 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.



Brandon School District

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

October 17, 2022
6:30 PM

UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Diane Salter
- II. Roll Call
Present: Rebecca Haynes, Lisa Kavalhuna (arrived at 8:30 p.m.), Diane Salter, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke (arrived at 6:05 p.m.)
Absent: John Chartier
Others present: Daniel Gilbertson, Superintendent of Schools; Janice Ziesel, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum/Instruction; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the Board.
- IV. Amend Agenda – Adding Action Item Letter F. and Letter XIII. Closed Session
Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve to amend the agenda adding Action Item Letter F. Approval of Brandon Education Association Contract and XIII. Closed Session ~ Attorney Client Privilege Document as presented. Carried unanimously 4-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes.
- V. BHS Student Report
Brandon High School students reported on recent and upcoming events at Brandon High School.
- VI. Bond Update
A. Bond Projects
Brian Sminak provided a Brandon School District 2021 Bond Program design and construction report for October 2022. He provided a design update for the summer 2023 and summer 2024 construction projects and the upcoming bid schedule. He reviewed the completed summer 2022 projects and shared that all work has been completed for the Harvey-Swanson playgrounds and Oakwood parking lot.
- VII. Public Comments and Questions on Agenda Business
No one from the public wished to address the Board.
- VIII. Superintendent Report
Superintendent Gilbertson provided a report on various district initiatives.
- 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.

Rebecca Haynes moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the consent agenda as presented. Roll call vote: 5-0. R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes. Consent agenda items include:

A. Minutes of the September 19, 2022, Regular Meeting & Closed Session

B. General Fund Accounts Payable in the amount of \$ 3,045,394.92

X. Information and Discussion Items

A. Board Report

None at this time.

B. Education Report

1. 2021-2022 State and Local Assessment Report

Carly Stone and the principals provided a 2021-2022 data review report for each building and the district. President Salter publicly thanked the principals and teachers for all their hard work in helping students achieve.

C. Finance Report

1. Audit Report - Plante & Moran

Janice Ziesel introduced Paul Bryant, Chris Kassab, and Lauren Solano from Plante Moran. The Plante Moran Team provided a detailed presentation, including the summary of audit results for the year ending June 30, 2022. Mr. Bryant stated that the district received an unmodified opinion, the best opinion assigned by a single auditor. Mr. Bryant publicly thanked Janice Ziesel and the business office staff for their assistance and preparedness during the audit.

XI. Action Items

A. Approval of Plante & Moran Proposal to Assist the District with Bond Technology Design Services

Kimberly Smith-Kulaga moved and Rebecca Haynes supported that the Brandon Board of Education approve that Plante Moran assist the District with Bond Technology Services as presented. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

B. Approval of the Fiscal Year 2022 Audited Financial Statements

Rebecca Haynes moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the Fiscal Year 2022 Audited Financial Statements. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

C. Approval of Technical Corrections to Board Policies Resolution

Hilary Stockoski moved and Rebecca Stockoski supported that the Brandon Board of Education approve the Technical Corrections to Board Policies Resolution as presented. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

D. Approval of Human Resource Report

Kimberly Smith-Kulaga moved and Jeff Zielke supported that the Brandon Board of Education approve the Human Resource Report as presented. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

E. Decision on whether to turf a second athletic field or not

Kimberly Smith-Kulaga moved and Jeff Zielke supported that the Brandon Board of Education approve that bond money is reallocated from a second turf field to another bond authorized purpose that shall be later determined by the board.

F. Approval of Brandon Education Association Contract (BEA)

Kimberly Smith-Kulaga moved and Hilary Stockoski supported that the Brandon Board of Education approve the Brandon Education Association Contract as presented. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

XII. Citizens' Input

No one from the public wished to address the Board.

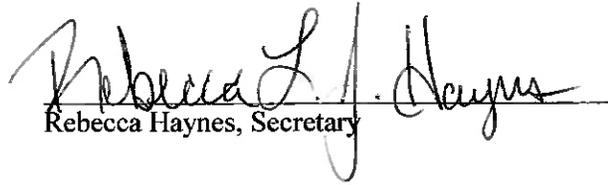
XIII. Closed Session ~ Attorney-Client Privilege Document

Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve to convene in a closed session for the purpose of attorney-client privilege document, Section 8(h) of OMA. Carried unanimously 5-0. Roll call vote: R. Haynes – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

Audience dismissed at 7:50 p.m.
Closed session started at 7:55 p.m.
Return to open session at 9:40 p.m.

XIV. Adjournment – 9:40 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary


Rebecca Haynes, Secretary

10/29/2022
Date



Brandon School District

Quality

Service

Planning

Delivering the highest quality education so every student can soar!

Brandon Board of Education
Special Meeting
Central Office Board Room
1025 S. Ortonville Rd.
Ortonville, MI 48462
October 10, 2022
7:00 PM

UNOFFICIAL MINUTES

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

II. Roll Call

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

III. Pledge of Allegiance

Led by the Board.

IV. Citizens' Input

No one from the public wished to address the Board.

V. Closed Session ~ Attorney-Client Privilege Communication

Lisa Kavalhuna moved and John Chartier supported that the Brandon Board of Education approve to convene in a closed session for the purpose of attorney-client privilege document, Section 8(h) of the OMA. Carried unanimously 7-0. Roll call vote: J. Chartier-yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.

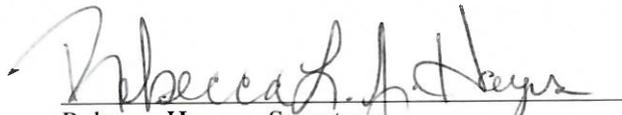
Audience dismissed at 7:04 p.m.

Closed session started at 7:04 p.m.

VI. Open Session – Returned to open session at 9:30 p.m.

VII. Adjournment – 9:31 p.m. by Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary


Rebecca Haynes, Secretary


Date



Brandon School District

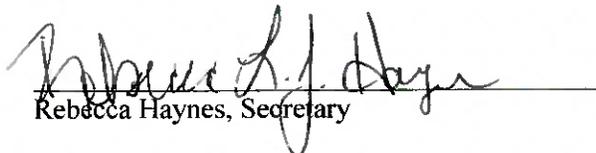
Brandon Board of Education
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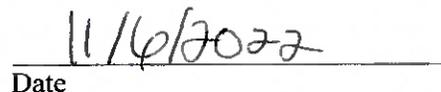
October 24, 2022
7:00 PM

UNOFFICIAL MINUTES

- I. Call to Order – 7:00 p.m. by Diane Salter
- II. Roll Call
Present: John Chartier, Rebecca Haynes, Lisa Kavalhuna, Diane Salter, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke
Others present: Daniel Gilbertson, Superintendent of Schools; Carly Stone, Executive Director of Curriculum and Instruction; Janice Ziesel, Executive Director of Business Services; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
Led by the Board.
- IV. Amend the Agenda – Adding Action Item VI. Approval of Resolution
Kimberly Smith-Kulaga moved and John Chartier supported that the Brandon Board of Education approve to amend the agenda adding Action Item VI. Approval of Resolution for the Acceptance of Resignation of Superintendent and Appointment of Acting and Interim Superintendent. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.
- V. Discussion
A. Personnel Matter
Diane Salter shared that Daniel Gilbertson submitted his resignation to the district and that this is a mutual decision. Daniel Gilbertson provided a statement regarding his resignation.
- VI. Action Item – Approval of Resolution for the Acceptance of Resignation of Superintendent and Appointment of Acting and Interim Superintendent
Rebecca Haynes moved and John Chartier supported that the Brandon Board of Education approve the Resolution for the Acceptance of the Resignation of Mr. Daniel Gilbertson, effective date of October 24, 2022; and appoints Janice Ziesel as the Acting Superintendent to serve from October 25, 2022 until October 31, 2022; and appoints Dr. Gary Richards as the Interim Superintendent to serve beginning November 1, 2022 as presented. Carried unanimously 7-0. Roll call vote: J. Chartier – yes; R. Haynes – yes; L. Kavalhuna – yes; D. Salter – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes.
- VII. Citizens' Input
No one from the public wished to address the Board.
- VIII. Adjournment – 7:10 p.m. by President Diane Salter

Minutes prepared by Maria Schubring, Recording Secretary


Rebecca Haynes, Secretary


Date

**BRANDON SCHOOL DISTRICT
ALL FUNDS
COVER SHEET**

**October
2022**

All Funds Check Register	\$ 1,021,450.11
BMO Harris Bank Purchase Card Register	\$ 13,658.66
Pre-pays	\$ -
Employee Reimbursements (10.07.2022)	\$ 1,980.44
Employee Reimbursements (10.25.2022)	\$ 403.67
MESSA Insurance	\$ 196,041.07
Set Seg Insurance	\$ -
EDUSTAFF	\$ 152,171.26
Payroll Runs - net of reimbursements shown above	
Payroll Run 10.07.2022 (Run 623)	\$ 627,262.68
Payroll Run 10.25.2022 (Run 624)	\$ 749,996.77

Total for Approval: \$ 2,762,964.66

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

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

*Brandon Board of Education
Brandon School District*

January 10, 2022

November 21, 2022 (board approved update)

RESOLUTION

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

Regular Meeting Dates

- February 14, 2022 (2nd Monday due to holiday)
- March 21, 2022
- April 18, 2022
- May 16, 2022
- June 20, 2022
- July 18, 2022
- August 15, 2022
- September 19, 2022
- October 17, 2022
- November 21, 2022
- December 12, 2022 (2nd Monday due to holiday)
- ~~January 9, 2023 (2nd Monday due to holiday)~~
- January 16, 2023

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

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

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