



# 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  
**March 20, 2023**  
**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. Superintendent's Report ~ Carly Stone
  - A. BHS STEM Classes Overnight Trip to MDOT Bridge Competition - Lesley Hildebrand
  - B. Recognition of Emmy Kastner, Brandon Graduate and Author
  - C. Brandon Middle School Celebration - Principal Mike Tucker
  - D. Section 97 Public Forum - Jason Russell
- VI. Public Comments and Questions on Agenda Business
- 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. Unofficial Minutes of the March 1, 2023, Special Meeting COW 3
  - B. Unofficial Minutes of the February 24, 2023, Special Meeting 5
  - C. Unofficial Minutes of the February 21, 2023, Special Meeting 6
  - D. Unofficial Minutes of the February 13, 2023, Regular Meeting and Closed Session 7
  - E. Unofficial Minutes of the February 9, 2023, Special Meeting 10
  - F. Unofficial Minutes of the February 1, 2023, Special Meeting COW 11
  - G. Unofficial Minutes of the January 30, 2023, Special Meeting and Closed Session 12
  - H. Unofficial Minutes of the January 25, 2023, Special Meeting 14
  - I. General Fund Accounts Payable in the amount of \$ 1,926,504.87 15
- VIII. Information and Discussion Items
  - A. Board Report
  - B. Finance Report ~ Janice Ziesel
    - 1. Woodshop Presentation - Nate Gillett
    - 2. ROK Update
    - 3. Custodial Services Update
    - 4. Paint Quotes for BHS Gym
- IX. Action Items

- A. Approval of BHS Freshmen STEM Classes Overnight Trip to MDOT Bridge Competition
  - B. Approval of Human Resource Report
  - C. Award Recommendation for Custodial Service Vendor
  - D. Resolution Authorizing Custodial Services Contract
  - E. Approval of Woodworking Equipment Purchase
  - F. Approval of Custodial Equipment Purchase
  - G. Approval of Paint Quote for Brandon High School Gym
  - X. Citizens' Input
  - XI. Closed Session ~ Security Planning
  - XII. 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 the table with agendas.

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 Committee of the Whole**  
Central Office Board Room  
1025 S. Ortonville Rd.  
Ortonville, MI 48462

**March 1, 2023**  
**6:30 PM**

## UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Jane Derry-Burkett, Rebecca Haynes, Lisa Kavalhuna, Herb Robinson, Hilary Stockoski, Jeff Zielke  
Absent with notice: Kimberly Smith-Kulaga  
Others present: Dr. Gary Richards, Interim Superintendent of Schools; Janice Ziesel, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum and Instruction; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board
- IV. Public Comments  
No one from the public wished to address the Board.
- V. Action Items
  - A. Approval of Superintendent's Contract  
Hilary Stockoski moved and Lisa Kavalhuna supported that the Brandon Board of Education approve the superintendent's contract for Carly Stone as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; Herb Robinson – yes; Lisa Kavalhuna – yes; Hilary Stockoski – yes; Jeff Zielke – yes; Rebecca Haynes – yes.
  - B. Approval of Moving Services Cost for Harvey-Swanson  
Lisa Kavalhuna moved and Hilary Stockoski supported that the Brandon Board of Education approve Palmer Moving Services to execute the district's Harvey-Swanson moving plan this summer in the amount not to exceed \$115,000 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; Herb Robinson – yes; Lisa Kavalhuna – yes; Hilary Stockoski – yes; Jeff Zielke – yes; Rebecca Haynes – yes.
  - C. Approval of Lawn Mowing Services Company  
Hilary Stockoski moved and Lisa Kavalhuna supported that the Brandon Board of Education approve Clarkston Maintenance Services to mow all of our buildings for calendar year 2023 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; Herb Robinson – yes; Lisa Kavalhuna – yes; Hilary Stockoski – yes; Jeff Zielke – yes; Rebecca Haynes – yes.
  - D. Proposed Amendments to Oakland County School Board Association Bylaws  
Jane Derry-Burkett moved and Hilary Stockoski supported that the Brandon Board of Education approves all proposed Amendments to the OCSBA Bylaws as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; Herb Robinson – yes; Lisa Kavalhuna – yes; Hilary Stockoski – yes; Jeff Zielke – yes; Rebecca Haynes – yes.

E. Oakland County School Boards Association Proposed New and Amended Resolutions

Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education approves Oakland County School Boards Association all proposed new and amended resolutions as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; Herb Robinson – yes; Lisa Kavalhuna – yes; Hilary Stockoski – yes; Jeff Zielke – yes; Rebecca Haynes – yes.

VI. Information and Discussion

A. Policy Manual Development

Carly Stone and Dr. Gary Richards engaged board members in Thrun Policy Manual Development.

VII. Adjournment – 7:48 p.m.

Minutes prepared by Maria Schubring, Recording Secretary

  
\_\_\_\_\_  
Jeff Zielke, Board Secretary

\_\_\_\_\_  
3/13/2023  
Date



# Brandon School District

*Quality*

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*Delivering the highest quality education so every student can soar!*

Brandon Board of Education  
**Special Meeting**  
Central Office Board Room and Zoom Platform  
1025 S. Ortonville Rd.  
Ortonville, Michigan 48462  
**February 24, 2023**  
**6:30 PM**

## UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call
  - Present: Jane Derry-Burkett, Rebecca Haynes, Lisa Kavalhuna, Herb Robinson, Hilary Stockoski, Kimberly Smith-Kulaga, Jeff Zielke
  - Others present: Maria Schubring, Recording Secretary
- III. Pledge of Allegiance
  - Led by the Board of Education.
- IV. Information and Discussion
  - A. Superintendent Selection Process
    - President Rebecca Haynes provided information regarding the superintendent selection process and engaged board members in the process.
- V. Action Items
  - A. Superintendent Selection
    - Kimberly Smith-Kulaga moved and Hilary Stockoski supported that the Brandon Board of Education move forward to select Carly Stone as the next Superintendent of Brandon Schools with an effective start date of March 6<sup>th</sup>, 2023 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.
  - B. Superintendent Contract Terms
    - Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education authorize Board President Rebecca Haynes or her designee to discuss superintendent contract terms with Carly Stone. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.
- VI. Public Comments
  - No one from the public wished to address the Board.
- VII. Adjournment – 6:50 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

\_\_\_\_\_  
3/9/2024  
Date



# Brandon School District

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*Delivering the highest quality education so every student can soar!*

Brandon Board of Education  
**Special Meeting**  
Central Office Board Room and Zoom Platform  
1025 S. Ortonville Rd.  
Ortonville, Michigan 48462  
**February 21, 2023**  
**6:30 PM**

## UNOFFICIAL MINUTES

I. Call to Order – 6:30 p.m. by Rebecca Haynes

II. Roll Call

Present: Jane Derry-Burkett, Rebecca Haynes, Lisa Kavalhuna, Herb Robinson, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke

Others present: Maria Schubring, Recording Secretary and John Silveri, Michigan Leadership Institute

III. Pledge of Allegiance

Led by the Board.

IV. Public Comments

No one from the public wished to address the Board.

V. Board Update

Rebecca Haynes provided a statement regarding how we selected to interview Carly Stone. She shared the Board would reconvene on February 24<sup>th</sup> at 6:30 p.m., when a decision will be made.

VI. Superintendent Interview

A. Candidate Carly Stone

Rebecca Haynes welcomed Carly Stone and described the process for the interview. Each board member asked Carly Stone questions, at which she provided answers. Carly Stone was given the opportunity to ask questions to the Board.

VII. Information and Discussion

A. Superintendent Selection Process - Remaining Steps

John Silveri, Michigan Leadership Institute led the discussion on the remaining steps for the superintendent selection process.

VIII. Adjournment – 8:20 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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3/3/2023  
Date



# Brandon School District

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

**February 13, 2023**  
**6:30 PM**

## **UNOFFICIAL MINUTES**

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Jane Derry-Burkett, Rebecca Haynes, Herb Robinson, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke  
Absent with notice: Lisa Kavalhuna  
Others present: Dr. Gary Richards, Superintendent of Schools; Janice Ziesel, Executive Director of Business Services; Carly Stone, Executive Director of Curriculum and Instruction; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board of Education.
- IV. BHS Student Report  
Brandon High School students provided an update on recent and upcoming events at Brandon High School.
- V. Superintendent's Report
  - A. Recognition of 2022-2023 Elementary and Secondary Teachers of the Year  
At this time, Dr. Richards introduced Carly Stone. Carly Stone publicly recognized and congratulated elementary teacher Andrea Noeker and secondary teacher Lesley Hildebrand for being selected as Brandon School District's Teachers of the Year.
  - B. BMS 8th Grade Trip to Washington, D.C.  
Brandon Middle School teacher Jason Sheldon provided detailed information regarding the field trip request for 8<sup>th</sup> grade students field trip to Washington D.C.
- VI. Superintendent Search Discussion ~ John Silveri, Michigan Leadership Institute  
John Silveri engaged board members in a discussion regarding moving forward with interviewing Carly Stone for the superintendent position. He shared we could seek feedback before the interview, and board members could come back together to make a decision. Board members agreed to move forward with interviewing Carly Stone. Discussion occurred regarding next steps and a date and time for the interview.
- VII. Public Comments and Questions on Agenda Business  
No one from the public wished to address the Board.
- VIII. Approval of Consent Agenda  
Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education approve the consent agenda as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes. Consent agenda items include:
  - A. Minutes of the January 16, 2023, Regular Meeting and Closed Session
  - B. General Fund Accounts Payable in the amount of \$ 1,360,469.32

## IX. Information and Discussion Items

### A. Board Report

None at this time.

### B. Finance Report

Janice Meek and Thomas Bezak provided a technology update.

#### 1. Current Custodial Equipment

Janice Meek provided information regarding the need for custodial equipment. She shared that some of our equipment is in poor condition.

## X. Action Items

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported to add the following action items to the agenda:

Letter D. Recommend to Award the Technology Classroom Wireless Project

Letter E. Recommend to Award the Classroom Technology Cabling Project

Letter F. Recommend to Award the Classroom AV Project

### A. Approval to Purchase Thru Policy Service

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education approve to move forward with purchasing Thru Policy Service as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### B. Approval of BMS 8th Grade Students Overnight/Extended Trip to Washington D.C.

Hilary Stockoski moved and Kimberly-Smith-Kulaga supported that the Brandon Board of Education approve the Brandon Middle School overnight/extended trip to Washington D.C., October 18-23, 2023 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### C. Approval of Human Resource Report

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education approve the Human Resource Report as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### D. Recommend to Award the Technology Classroom Wireless Project

Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education recommend to award the technology classroom wireless project to Inacomp TSG in the amount of \$158,484.77 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### E. Recommend to Award the Classroom Technology Cabling Project

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education recommend to award the Classroom Technology Cabling Project to Vector Tech Group in the amount of \$59,026.25 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### F. Recommend to Award the Classroom AV Project

Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education recommend to award the classroom AV project to DAT via the REMC contract in the amount of \$934,923 as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### G. Approval to issue an RFP for PA Systems

Kimberly Smith-Kulaga moved and Hilary Stockoski supported that the Brandon Board of Education approve to issue an RFP for PA Systems as presented.

Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

### H. Approval to issue an RFP for Door Security System Upgrades

Kimberly Smith-Kulaga moved and Herb Robinson supported that the Brandon Board of Education approve to issue an RFP for door security system upgrades.

Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

XI. Citizens' Input

No one from the public wished to address the Board.

XII. Closed Session ~ Security Planning

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education enter a closed session for security planning as presented. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

Dismissed audience at 7:38 p.m.

Entered closed session at 7:40 p.m.

Returned to open session at 8:45 p.m.

Upon return to session at 8:45 p.m. President Haynes shared that the Board would like to add two action items related to security. G. Approval to Issue an RFP for PA systems and H. Approval to issue an RFP for Security System Door Upgrades.

XIII. Adjournment – 8:48 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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2/23/2023  
Date



# Brandon School District

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Brandon Board of Education  
**Special Meeting**  
Central Office Board Room  
1025 S. Ortonville Rd.  
Ortonville, MI 48462

**February 9, 2023**  
**6:30 PM**

## UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Jane Derry-Burkett, Rebecca Haynes, Kimberly Smith-Kulaga, Jeff Zielke  
Absent with notice: Lisa Kavalhuna, Herb Robinson, Hilary Stockoski  
Others present: Dr. Gary Richards, Superintendent of Schools; Janice Ziesel, Executive Director of Business Service; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.
- IV. Public Comments  
No one from the public wished to address the Board.
- V. Bond Q and A Session  
Brian Smilnak (Wakely Inc.) reviewed the following and engaged board members in a bond Q and A session regarding:
  - Scope of Work with work breakdown per bid package.
  - Contract Award Recommendations
  - Award Amounts
- VI. Action Items
  - A. Approval of Contract Award Recommendations for 2023 Bid Pack No. 1  
Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon the Brandon Board of Education approve the 2023 contract award recommendations and award amount of \$3,334,447.00 submitted by Wolgast for the high school. Carried unanimously 4-0. Roll call vote: J. Derry-Burkett – yes; K. Smith-Kulaga – yes; J. Zielke – yes; R. Haynes – yes.
  - B. Approval of Contract Award Recommendations for 2023 Bid Pack No. 2  
Kimberly Smith-Kulaga moved and Jeff Zielke supported that the Brandon Board of Education approve the 2023 contract award recommendations and award amount of \$2,476,286.96 sybmitted by Wolgast for Bid Pack No. 2 – Middle School. Carried unanimously 4-0. Roll call vote: J. Derry-Burkett – yes; K. Smith-Kulaga – yes; J. Zielke – yes; R. Haynes – yes.
  - C. Approval of Contract Award Recommendations for 2023 Bid Pack No. 3  
Jane Derry-Burkett moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the 2023 contract award recommendations and award amount of \$2,603,317.00 submitted by Wolgast for Bid Pack No. 3 – Harvey-Swanson Elementary School. Carried unanimously 4-0. J. Derry-Burkett – yes; K. Smith-Kulaga – yes; J. Zielke – yes; R. Haynes – yes.
- VII. Adjournment – 6:48 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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2/21/2023  
Date



# Brandon School District

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Brandon Board of Education  
**Committee of the Whole Meeting**  
Central Office Board Room  
1025 S. Ortonville Rd.  
Ortonville, MI 48462

**February 1, 2023**  
**6:30 PM**

## **UNOFFICIAL MINUTES**

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Jane Derry-Burkett, Rebecca Haynes, Herb Robinson, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke  
Absent with notice: Lisa Kavalhuna  
Others present: Dr. Gary Richards, Superintendent of Schools; Carly Stone, Executive Director of Curriculum / Instruction; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.
- IV. Public Comments  
No one from the public wished to address the Board.
- V. Information and Discussion Items  
A. Board Policy Manual Presentations
  1. 6:30 p.m. Thrun Law  
Chris Iamarino, Lucas Savoie, and Cristina Patzelt provided a presentation regarding Thrun Law policy service.
  2. 7:15 p.m. Clark Hill Law  
Jeremy Motz shared information regarding Clark Hill Law policy service.
- VI. Adjournment – 8:15 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
\_\_\_\_\_  
Jeff Zielke, Board Secretary

\_\_\_\_\_  
2/13/2023  
Date



# Brandon School District

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*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

**January 30, 2023**

**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 – 6:30 p.m. by Rebecca Haynes

II. Roll Call

Present: Jane Derry-Burkett, Rebecca Haynes, Lisa Kavalhuna, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke

Absent with notice: Herb Robinson

Present: Dr. Gary Richards, Superintendent of Schools; Janice Ziesel, Executive Director of Business Services; Maria Schubring, Recording Secretary

III. Pledge of Allegiance

Led by the Board.

IV. AMEND THE AGENDA – table – VII. Action item C. Approval of the 2023 Summer Bond Project Contracts and add VI. Information and Discussion C. 2023 Summer Bond Project Update.

Motions:

Kimberly Smith-Kulaga moved and Hilary Stockoski supported that the Brandon Board of Education approve to amend the agenda – table agenda item VII. Action item C. Approval of the 2023 Summer Bond Project Contracts. Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

Lisa Kavalhuna moved that the Brandon Board of Education approve to amend the agenda – add agenda item VI. C. 2023 Summer Bond Project Update. Carried unanimously 6-0. Roll Call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

V. Public Comments

No one from the public wished to address the board

VI. Information and Discussion Items

A. BHS Band and Choir Trip to Orlando

Russ McMartin shared information about the BHS choir trip to Orlando.

B. BMS Band and Choir Trip to Mackinac Island

Russ McMartin shared information about the BMS band and choir trip to Mackinac Island.

C. 2023 Summer Bond Project Update

Dr. Richards, Brian Smilnak, Janice Ziesel, and Jeff Bates provided an overview of next steps and engaged board members in discussion regarding bond projects. Brian Smilnak clarified the process for bid recommendations, bid packages, alternative bids, and Gmax pad.

VII. Action Items

A. Approval of BHS Band and Choir Overnight/Extended Trip to Orlando

Lisa Kavalhuna moved and Hilary Stockoski supported that the Brandon Board of Education approve the Brandon High School overnight trip to Orlando, Florida, November 7-12, 2023 as presented.

Carried unanimously 6-0. Roll call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

B. Approval of BMS Band and Choir Overnight Trip to Mackinac Island

Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the BMS overnight trip to Mackinac Island, May 4-5, 2023 as presented. Carried unanimously 6-0. Roll Call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

C. Approval of the 2023 Summer Bond Project Contracts

Agenda item tabled.

D. Approval to Issue an RFP and Seek Bids for Custodial Work

Kimberly Smith-Kulaga moved and Lisa Kavalhuna supported that the Brandon Board of Education approve to issue an RFP and seek bids for custodial work as presented. Carried unanimously 6-0. Roll Call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

E. Approval to Initiate Dialogue with Carly Stone regarding the Position of Superintendent

Lisa Kavalhuna moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education authorizes President Rebecca Haynes and Vice President Hilary Stockoski to initiate dialogue with Executive Director of Curriculum & Instruction Carly Stone to assess her interest in being considered for the position of Superintendent. Carried unanimously 6-0. Roll Call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

VIII. Closed Session ~ Security Planning

Hilary Stockoski moved and Lisa Kavalhuna supported that the Brandon Board of Education approve to enter a closed session for the purpose of security planning as presented. Carried unanimously 6-0. Roll Call vote: J. Derry-Burkett – yes; L. Kavalhuna – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

Audience dismissed at 7:26 p.m.

Entered closed session at 7:29 p.m.

Returned to open session at 7:48 p.m.

IX. Adjournment – 7:48 p.m. by Rebecca Haynes



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Jeff Zielke, Board Secretary

2/9/2023

\_\_\_\_\_  
Date



# Brandon School District

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Brandon Board of Education  
**Special Meeting Board Work Session**  
Central Office Board Room  
1025 S. Ortonville Rd.  
Ortonville, MI 48462

**January 25, 2023**  
**6:30 PM**

## **UNOFFICIAL MINUTES**

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Jane Derry-Burkett, Rebecca Haynes, Lisa Kavalhuna, Herb Robinson, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke  
Others present: Dr. Gary Richards, Superintendent of Schools; Janie Ziesel, Executive Director of Business Services; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board
- IV. Information and Discussion Items  
A. Review Bid Recommendations / Results for Bond Projects  
Chris Ice (Wolgast) and Brian Smilnak (Wakely Inc.) explained the bid process and shared the number of bids received for bond projects. They reviewed and engaged board members regarding the preliminary bid evaluation and award summary. Board members engaged in discussion and asked detailed questions regarding the bid recommendations, alternate bids, and awards summary.
- V. Public Comments and Questions on Agenda Business  
No one from the public wished to address the Board.
- VI. Adjournment – 8:55 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
\_\_\_\_\_  
Jeff Zielke, Board Secretary

\_\_\_\_\_  
1/6/2023  
Date

**BRANDON SCHOOL DISTRICT  
ALL FUNDS  
COVER SHEET**

**February  
2023**

All Funds Check Register	\$ 914,585.04
BMO Harris Bank Purchase Card Register	\$ 8,754.65
Pre-pays	\$ -
Employee Reimbursements (02.10.2023)	\$ 583.51
Employee Reimbursements (02.25.2023)	\$ 701.27
MESSA Insurance	\$ 215,348.89
Set Seg Insurance	\$ -
EDUSTAFF	\$ 146,431.22
Payroll Runs - net of reimbursements shown above	
Payroll Run 02.10.2023 (Run 623)	\$ 328,297.72
Payroll Run 02.25.2023 (Run 624)	\$ 311,802.57

**Total for Approval: \$ 1,926,504.87**