



# 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 18, 2024**  
**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
  - A. BMS Washington D.C. Field Trip and Cedar Point Field Trip - Jason Sheldon
  - B. Introduction of Brandon Middle School Dean of Students, Jenny Gieselman
  - C. Student Support Services (ATP) Showcase
- 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. Minutes of the February 12, 2024, Regular Meeting 3
  - B. Minutes of the February 21, 2024, COW Meeting 5
  - C. General Funds Accounts Payable in the amount of \$ 2,071,746.03 6
- VIII. Information and Discussion Items
  - A. Board Report
  - B. Education Report ~ Coy Stewart
    - 1. UDL Update - Coy Stewart, Jessica Cohen, Andi Steaban, Jason Miller, Christine Borg
  - C. Finance Report ~ Janice Ziesel
    - 1. Budget Amendment 1 for 2023-24
- IX. Action Items
  - A. Approval of Human Resource Report
  - B. Approval of Budget Amendment 1
  - C. Approval of 8th Grade Students Trip to Cedar Point
  - D. Approval of BMS 8th Grade Students Trip to Washington D.C.
  - E. Approval of Campus K9s Contract
  - F. Approval of Oly Contract Renewal
  - G. Approval of Outdoor Gound Services Contract
  - H. Approval of Ricoh Copier Contract

### 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

**February 12, 2024**  
**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, Hilary Stockoski, Jeff Zielke  
Absent with notice: Lisa Kavalhuna and Kimberly Smith-Kulaga
- III. Pledge of Allegiance  
Led by the Board.
- IV. BHS Student Report  
Brandon High School students provided an update on recent and upcoming events happening at BHS.
- V. Superintendent Report  
Carly Stone publicly recognized and thanked the following teachers:
  - A. Recognition of Jeff Malicke, Recipient of District 8 American Legion Teacher of the Year
  - B. BSD Teacher of the Year Recognition  
Preschool Teacher - Joann Sotzen  
Elementary Teacher - Brandie Bevel  
Secondary Teacher - Jenny Gieselman
  - C. High School STEM Field Trip  
Teacher Sara Moore provided information regarding the High School STEM field trip to Grand Rapids for the MDOT Bridge Competition.
  - D. Technology Showcase  
Technology Director Thomas Bezak provided a PowerPoint presentation highlighting the IT Team; IT support caseload, completed projects, technology accomplishments, and upcoming projects.
- VI. 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.*  
Hilary Stockoski moved and Jane Derry-Burkett supported that the Brandon Board of Education approve the consent agenda as presented. Carried 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes. Consent agenda items include:
  - A. Unofficial Minutes of the January 8, 2024, Regular Meeting
  - B. General Fund Accounts Payable in the Amount of \$1,585,921.30
- VII. Information and Discussion Items
  - A. Board Report  
Rebecca shared she attended the MASB Virtual Winter Conference and Winter Webinar Series. She also shared that Jane Derry-Burkett and she attended an Oakland School Board Governance Relations Committee meeting regarding AI and the Governor’s proposed budget and an MASB labor relations workshop with Carly Stone.

B. Curriculum Update

1. PBIS Update

Coy Stewart and Dr. Jessica Cohen provided an update the Positive Behavior Interventions & Support (PBIS) initiative.

C. Finance Report

1. Childcare Fund

Janice Ziesel shared information regarding the Preschool Academy tuition increase.

VIII. Action Items

A. Approval of Preschool Academy Tuition Increase

Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education approve to increase Preschool Academy Tuition to \$50/day, \$25/ half day and add a \$50 registration fee effective starting in the 2024-25 school year as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

B. Approval of 2-Year Maintenance Contract

Jane Derry-Burkett moved and Hilary Stockoski supported that the Brandon Board of Education approve the Maintenance 2 Year Contract as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

C. Resolution for Professional Staff Board Policy Updates/Revisions

Hilary Stockoski moved and Herb Robinson supported that the Brandon Board of Education adopt the Resolution for Professional Staff Board Policy Updates/Revisions as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes. The resolution is included as attachment #1 to the February 12<sup>th</sup> regular meeting minutes.

D. Resolution to Change Board Member Rotation (4 to 6 year terms)

Hilary Stockoski moved and Jane Derry-Burkett supported that the Brandon Board of Education Adopt the Resolution to Change Board Member Rotation (4 to 6 year terms). Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes. The resolution is included as attachment #2 to the February 12<sup>th</sup> regular meeting minutes.

E. Approval of Updated 2024-2025 District Calendar

Jane Derry-Burkett moved and Hilary Stockoski supported that the Brandon Board of Education approve the updated 2024-2025 District Calendar as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

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

Hilary Stockoski moved and Herb Robinson supported that the Brandon Board of Education elect Birgit McQuiston for Michigan Association School Board Region 8 Candidate as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

G. Approval to Issue RFP for Antennae

Jane Derry-Burkett moved and Jeff Zielke supported that the Brandon Board of Education approve to issue RFP for Antennae as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

H. Approval of BHS Freshman STEM Classes Overnight Trip to MDOT Bridge Competition

Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education approve the High School freshmen STEM classes overnight trip to Grand Rapids, MI for the MDOT Bridge Competition, March 11-12, 2024 as presented. Carried unanimously 5-0. Roll call vote: Derry-Burkett – yes; Robinson – yes; Stockoski – yes; Zielke – yes; Haynes – yes.

IX. Citizens' Input

None.

X. Adjournment - 7:33 p.m. by Rebecca Haynes.

Minutes prepared by Maria Schubring, Recording Secretary

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

\_\_\_\_\_  
2/22/2024  
Date



# Brandon School District

---

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

**February 21, 2024**  
**6:30 PM**

## UNOFFICIAL MINUTES

- I. Call to Order – 6:30 p.m. by Rebecca Haynes
- II. Roll Call  
Present: Lisa Kavalhuna, Rebecca Haynes, Kimberly Smith-Kulaga, Hilary Stockoski, Jeff Zielke  
Absent with notice: Herb Robinson and Jane Derry-Burkett  
Others present: Carly Stone, Superintendent of Schools; Janice Ziesel, Executive Director of Business Services; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.
- IV. Public Comments  
None.
- V. Information and Discussion Items
  - A. Bond Budget Review  
Brian Smilnak provided a presentation regarding the funds available to complete bond projects and the bond fund balance remaining through the completion of summer 2024 projects. He provided detailed site work information about each project and recommendations for the remaining proposed bond projects.
  - B. Summer 2025 Bond Projects  
Brian Smilnak engaged board members in discussing the proposed bond projects for the summer of 2025.
  - C. BHS Internal Doors (Fire Code Update)  
No discussion at this time due to time constraints.
  - D. 2024-2025 Budget  
Janice Ziesel reviewed a working document with proposed 2024-2025 budget reductions and investments and engaged board members in discussion regarding proposed reductions and investments. Discussion took place regarding the Governor's proposed budget, kindergarten enrollment, COVID relief funds, federal grants, transportation, athletics, and staffing.
- VI. Adjournment – 9:55 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

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

\_\_\_\_\_  
3/1/2024  
Date

**BRANDON SCHOOL DISTRICT  
ALL FUNDS  
COVER SHEET**

**February  
2024**

All Funds Check Register	\$ 960,855.13
BMO Harris Bank Purchase Card Register	\$ 13,609.41
Pre-pays	\$ -
Employee Reimbursements (02.09.2024)	\$ 512.24
Employee Reimbursements (02.23.2024)	\$ 1,476.37
MESSA Insurance	\$ 220,438.35
Set Seg Insurance	
EDUSTAFF	\$ 182,591.41
Payroll Runs - net of reimbursements shown above	
Payroll Run 02.09.2024	\$ 350,380.15
Payroll Run 02.23.2024	\$ 341,882.97

**Total for Approval: \$ 2,071,746.03**

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