



# 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  
**April 17, 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. Bond Update ~ Brian Smilnak
  - A. Bond Projects
- VI. Superintendent Report ~ Carly Stone
  - A. Recognition of Truck Town Thunder Robotics
  - B. Brandon High School Showcase - Dan Stevens and Megan Kozlowki
- 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. Unofficial Minutes of the April 5, 2023, Committee of the Whole Work Session 3
  - B. Unofficial Minutes of the March 14, 2023, Special Meeting / Work Session 4
  - C. Unofficial Minutes of the March 20, 2023, Regular Meeting and Closed Session 6
  - D. General Fund Accounts Payable in the amount of \$ 2,178,494.19 9
- IX. Information and Discussion Items
  - A. Board Report
  - B. Finance Report ~ Janice Ziesel
    - 1. Award Recommendations
- X. Action Items
  - A. Approval of Human Resource Report
  - B. Approval of BHS Gym Painting Recommendation
  - C. Approval of Building Security System Upgrades Recommendation
  - D. Approval of PA System Recommendation
  - E. Approval of PA System Alternate Bid Recommendation
  - F. Award Contract for Furniture for Harvey-Swanson
- XI. Citizens' Input
- XII. Adjournment

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

**April 5, 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  
Absent with notice: Jeff Zielke  
Others present: Carly Stone, Superintendent of Schools; and 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. Pickleball Presentation ~ David Wilson  
David Wilson shared a presentation regarding repurposing the Harvey-Swanson Elementary School unused tennis courts for future use as pickleball courts. He shared a long term pickleball proposal.
- VI. Policy Manual Development  
Superintendent Carly Stone and board members engaged in Policy Manual Development.
- VII. Adjournment – 8:30 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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April 13, 2023  
Date



# Brandon School District

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

**March 14, 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 (left at 7:30 p.m.)  
Absent with notice: Lisa Kavalhuna and Jeff Zielke  
Others present: Carly Stone, Superintendent of Schools; Janice Meek, Executive Director of Business Services; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.
- IV. Public Comments and Questions on Agenda Business  
No one from the public wished to address the Board.
- V. Action Items
  - A. Approval of Change Order HS - Bid Pack 1 - Change Event #002  
Jane Derry-Burkett moved and Herb Robinson supported that the Brandon Board of Education approve the change order for Brandon High School - Bid Pack 1 - Event #002 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.
  - B. Approval of Change Order HS - Bid Pack 2 - Change Event #001  
Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the HS - Bid Pack 1 - Change event #001 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.
  - C. Approval of Change Order HSE - Bid Pack 3 - Change Event #004  
Jane Derry-Burkett moved and Hilary Stockoski supported that the Brandon Board of Education approve change order HSE - Bid Pack 3 - Change Event #004 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes – yes.
  - D. Award of Contract Metals Bid Divisions for All Three Bid Packs  
Kimberly Smith-Kulaga moved and Hilary Stockoski supported that the Brandon Board of Education approve the Wolgast Corporation recommendation for Metals Bid Divisions for all three bid packs to Men of Steel in the amount not to exceed \$105,335.00 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.
  - E. Award of Contract for Roofing and Floor Bid Divisions for BHS - Bid Pack 1  
Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education approve the Wolgast Corporation recommendation for Roofing and Flooring Bid Divisions for BHS - Bid Pack 1 to Great Lakes Roofing and Elite Coatings in the amount not to exceed \$118,189.00 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.

F. Award of Contract for Flooring Bid Division for BMS - Bid Pack 2

Hilary Stockoski moved and Kimberly Smith-Kulaga supported that the Brandon Board of Education approve the Wolgast Corporation recommendation for Flooring Bid Divisions for BMS - Bid Pack 2 to Great Lakes Roofing and Elite Coatings in the amount not to exceed \$13,833.00 as presented.

Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.

G. Award Contract for Acoustical Arts Bid Division for Harvey Swanson Elementary - Bid Pack 3

Jane Derry-Burkett moved and Hilary Stockoski supported that the Brandon Board of Education approve the Wolgast Corporation recommendation for Acoustical Arts Bid Division for HSE - Bid Pack 3 to Independence Commercial Construction in the amount not to exceed \$101,445.00 as presented. Carried unanimously 5-0. Roll call vote: J. Derry-Burkett – yes; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; R. Haynes –yes.

**VI. Board Work Session**

**A. Board/Superintendent Roles and Relationships - Effective Governance ~ Dr. Rodney Green, MASB**

**Dr. Rod Green facilitated and engaged board members in training related to Board and Superintendent Roles and Relationships – Effective Board Governance.**

VII. Adjournment – 8:30 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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March 24, 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

**March 20, 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: Carly Stone, Superintendent of Schools; Janice Meek, Executive Director of Business Services; Maria Schubring, Recording Secretary
- III. Pledge of Allegiance  
Led by the Board.
- IV. BHS Student Report  
Student council representative, Caleb Thwing provided an update on recent and upcoming events at Brandon High School.
- V. Superintendent's Report ~ Carly Stone
  - A. BHS STEM Classes Overnight Trip to MDOT Bridge Competition  
Lesley Hildebrand reported on BHS STEM classes overnight trip request.
  - B. Recognition of Emmy Kastner, Brandon Graduate and Author  
Principal Coy Stewart introduced and welcomed Emmy Kastner a Brandon Graduate and Author.
  - C. Brandon Middle School Celebration - Principal Mike Tucker  
Principal Mike Tucker shared a presentation regarding the upcoming Brandon Middle School Transition Day for all incoming 6<sup>th</sup> grades.
  - D. Section 97 Public Forum - Jason Russell  
Secure Education Consultant Jason Russell provided information regarding safety improvements to Brandon Schools.
- 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.*  
Kimberly Smith-Kulaga moved and Hilary Stockoski 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. Unofficial Minutes of the March 1, 2023, Special Meeting COW
  - B. Unofficial Minutes of the February 24, 2023, Special Meeting
  - C. Unofficial Minutes of the February 21, 2023, Special Meeting

- D. Unofficial Minutes of the February 13, 2023, Regular Meeting and Closed Session
- E. Unofficial Minutes of the February 9, 2023, Special Meeting
- F. Unofficial Minutes of the February 1, 2023, Special Meeting COW
- G. Unofficial Minutes of the January 30, 2023, Special Meeting and Closed Session
- H. Unofficial Minutes of the January 25, 2023, Special Meeting
- I. General Fund Accounts Payable in the amount of \$ 1,926,504.87

#### VIII. Information and Discussion Items

##### A. Board Report

##### B. Finance Report ~ Janice Ziesel

###### 1. Woodshop Presentation

Nate Gillett provided a presentation regarding the BHS and BMS Woodshop programs. He shared information regarding the updates to the shops and growth of the programs.

###### 2. ROK Update

Janice Ziesel provided an ROK update regarding the cameras.

###### 3. Custodial Services Update

Janice Ziesel shared information regarding the custodial services vendor recommendation and contract.

###### 4. Paint Quotes for BHS Gym

Janice Ziesel provided information regarding paint quote/bid for the high school gym.

#### IX. Action Items

##### A. Approval of BHS Freshmen STEM Classes Overnight Trip to MDOT Bridge Competition

Kimberly Smith-Kulaga moved and Jeff Zielke supported that the Brandon Board of Education approve BHS freshmen STEM classes overnight trip to Lansing, MI for the State of Michigan Bridge Competition, April 26 – April 27, 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.

##### B. Approval of Human Resource Report

Hilary Stockosi 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.

##### C. Award Recommendation for Custodial Service Vendor

Jane Derry-Burkett moved and Jeff Zielke supported that the Brandon Board of Education approve the recommendation of a 3 year contract with ABM for custodial 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.

##### D. Resolution Authorizing Custodial Services Contract

Kimberly Smith-Kulaga moved and Jane Derry-Burkett supported that the Brandon Board of Education approve the Resolution Authorizing Custodial Services Contract with ABM Industries, Inc. 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. Approval of Woodworking Equipment Purchase

Hilary Stockoski moved and Jeff Zielke supported that the Brandon Board of Education approve the purchase of woodworking equipment 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. Approval of Custodial Equipment Purchase

Hilary Stockoski moved and Jane Derry-Burkett supported that the Brandon Board of Education approve the purchase of custodial equipment 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 Solicit Paint Quote/Bid for Brandon High School Gym

Kimberly Smith-Kulaga moved and Herb Robinson supported that the Brandon Board of Education approve to solicit paint quote/bid for the Brandon High School Gym 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.

X. Citizens' Input

No one from the public wished to address the Board.

XI. Closed Session ~ Security Planning

Kimberly Smith-Kulaga moved and Jane Derry-Burkett 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; H. Robinson – yes; K. Smith-Kulaga – yes; H. Stockoski – yes; J. Zielke – yes; R. Haynes – yes.

Dismissed audience at 7:30 p.m.

Closed session started at 7:32 p.m.

Returned to open session at 8:00 p.m.

XII. Adjournment – 8:15 p.m. by Rebecca Haynes

Minutes prepared by Maria Schubring, Recording Secretary

  
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Jeff Zielke, Board Secretary

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March 30, 2023  
Date

**BRANDON SCHOOL DISTRICT  
ALL FUNDS  
COVER SHEET**

**March  
2023**

All Funds Check Register	\$ 1,110,997.16
BMO Harris Bank Purchase Card Register	\$ 13,836.84
Pre-pays	\$ -
Employee Reimbursements (03.10.2023)	\$ -
Employee Reimbursements (03.25.2023)	\$ 1,018.89
MESSA Insurance	\$ 205,010.39
Set Seg Insurance	\$ -
EDUSTAFF	\$ 209,830.29
Payroll Runs - net of reimbursements shown above	
Payroll Run 03.10.2023 (Run 623)	\$ 313,964.17
Payroll Run 03.25.2023 (Run 624)	\$ 323,836.45

**Total for Approval:**

**\$ 2,178,494.19**

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.