BRANDON SCHOOL DIVISION

PARENT/GUARDIAN/DIVISION COMMITTEE MEETING MINUTES

Monday, November 16, 2026 (7:00 – 8:00 pm), Division Office Board Room

PRESENT:

Parent Council Representatives:
Valleyview: Rana Wilkinson, Eleysha Klaassen, Kim Cudal; New Era: Laura Armitage; Riverheights: Amy Teetaert; Meadows: Kate McPherson, Amy Monin; Harrison: Allie Froese; J.R. Reid: Sam Smart; Maryland Park: Andrea Grynol, Angela Thiessen

Trustees: K. Carr, K. Fallis, B. Hogan, L. McConnell, J. McCrae, S. Mozdzen, B. Rusnak

Senior Admin: J. Zilkey, S. Gilleshammer, M. Sawa

Regrets: L. Ross, D. Ross, D. Labossiere

Executive Assistant: J. McBeth

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1. Welcome

The Parent/Guardian/Division Committee Meeting was called to order at 7:01 pm.

2. 5-Year Capital Plan

Mr. Zilkey presented on the Five-Year Capital Plan. He indicated that major capital projects are usually over $50,000. Projects below $50,000 are usually not supported by the Province and must be funded by the Division. He indicated that the Five-Year Capital Plan consists of the following categories: Construction of new facilities and renovation of existing facilities, Accessibility, Roofing, Structural, and Systems replacement. Following the report, Mr. Zilkey answered questions for clarification.

3. Capital Projects Status Updates

Mr. Zilkey reviewed the Division's capital projects and provided status updates on each of them. At the conclusion of the report, Mr. Zilkey answered questions for clarification. Everyone in attendance was provided with a copy of the report, and the report will be emailed to parent councils and school administrations.

4. 2027-2028 Budget Consultation Process

Mr. Zilkey spoke to the 2027-2028 Budget Consultation Process. Mr. Zilkey answered questions for clarification. The 2027-2028 Budget Consultation Process will be emailed to parent councils and school administrations.

5. Update on BSD Lunch Program

Mr. Zilkey provided an update on the BSD lunch program. He indicated that there are 2,294 students enrolled in the program, out of 14 schools participating. He added that there are 1,239 bussed students (Division funded) also in the lunch program for a total of approximately 3,500 students in the lunch program. Mr. Zilkey answered questions for clarification.

6. BSD Led Lunch Program, Rana Wilkinson:

- How many students are enrolled in the program? Mr. Zilkey indicated that as of the end of October, there are 2,294 students enrolled in the lunch program.

- What are ways to make it more affordable for families? Mr. Zilkey indicated that the Division looks at each enrolment on a case-to-case basis and are willing to help and be flexible. Mr. Zilkey answered questions for clarification.

7. Meadows School, Parent Council items:

- Have the new catchment areas been defined for the new school and if so, how will it affect Meadows School? Mr. Zilkey indicated the catchments have not been defined and that information will be provided to the Board in the near future. The Board will have the final decision of catchment areas. He indicated that this will impact Meadows School.

- Will all bussed students be moved to the new school to relieve the pressure on Meadows? Has this even been considered? Mr. Zilkey indicated that nothing has been decided yet, and that information will be presented to the Board for their approval. Mr. Zilkey indicated that this information will be released to the public in the new year. Mr. Zilkey answered questions for clarification.

- With all the water damage from the leaking roof, some parents have questioned whether the air quality has been tested. Mr. Zilkey indicated that the air quality had been tested. Mr. Zilkey answered questions for clarification.

8. School Reports

New Era:

- They were able to donate $300.00 to the music, gym and library programs, along with $125.00 to each of their classrooms.
- They need a third French teacher for the full day every day kindergarten.
- They struggle with finding volunteers.
- Recently had an issue with staffing over lunch, and therefore a large amount of students were moved to the gym for lunch. Students indicated it was very loud and chaotic, especially for the students with additional needs.
- Concerned over meeting cancellations at school.

Harrison:

- Their current fundraising goal is for some new outside equipment/swings which will cost approximately $80,000. They're hoping to utilize Friends of Education to assist with these purchases. They're also hoping to apply for grants.

Meadows:

- The Roof construction is underway.
- Inquired if the boiler will be working, to which Mr. Zilkey confirmed the boiler is getting fixed and it will be in working order.
- Space is still an issue.
- Currently fundraising for an outdoor classroom/space.
- Busses tend to arrive early/late, expressed concerns of student supervision.
- In the process of an internal coat campaign to help their own students.

J.R. Reid:

- Phase 1 and 2 of the play structure are complete; which included two different swings.
- The new boiler is great.
- They are taking a break from fundraising this year, to give everyone a break.
- The fire lane is a hazard on 26th Street and they're worried about safety. The PAC along with their principal would like a gate similar to Waverly Parks' fire lane setup.
- There is still no signage on 25th Street. They contacted the City who indicated they will provide signage.

Maryland Park:

- Their fundraising goal is for an outdoor classroom to accommodate approximately 30 students, and the construction is scheduled to begin in the Spring. They are working with Livingstone Landscaping.
- The modulars are in use this year.
- They have challenges in getting parent volunteers.

Riverheights:

- They have a supportive principal and great volunteers.
- They hosted a welcome back event, and over 500 people attended.
- They are focusing on a new swing set and are hoping for installation in the spring. They already have volunteers which should help keep costs down and speed up the process.

Valleyview:

- They're fundraising for an outdoor classroom.
- They love their new principal.
- With being a small school, it is difficult to raise a lot of money.

The meeting adjourned at 8:08 p.m.