



BRANDON SCHOOL DIVISION

Minutes of the Regular Board Meeting Monday, December 8, 2025

J. L. Milne Boardroom
Administration Office
1031 - 6th Street, Brandon, Manitoba

Trustees Present: L. Ross, Chairperson D. Ross, Vice-Chairperson
K. Carr C. Ekenna
K. Fallis L. McConnell
S. Mozdzen J. Murray
B. Sieklicki

Also Present: D. Labossiere, Secretary-Treasurer
M. Gustafson, Superintendent/CEO
S. Gilleshammer, Assistant Superintendent – Student Services
J. Zilkey, Assistant Superintendent – Curriculum and HR
J. McBeth, Executive Assistant
T. Curtis, Communications Coordinator

The Chairperson called the public portion of the meeting to order at 7:30 p.m., with a traditional heritage land acknowledgment.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

K. Fallis - L. McConnell
That the agenda be approved.
Carried

1.02 Adoption of Minutes of Previous Meeting

a) Regular Board Meeting – November 24, 2025
C. Ekenna – B. Sieklicki

That the minutes be approved as circulated.

Carried

b) Special Board Meeting – December 1, 2025
K. Carr – D. Ross

That the minutes be approved as circulated.

Carried

2.00 IN-CAMERA DISCUSSION

2.01 Student Issues

- Reports
- Trustee Inquiries

2.02 Personnel Matters

- Reports
- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

2.04 Board Operations

3.00 PRESENTATIONS AND COMMUNICATIONS

3.01 Presentations for Information

3.02 Communications for Information

3.03 Communications for Action

Correspondence was received from the Brandon Teachers' Association (BTA) regarding the secondment request of Sandra Thompson. Refer to Motions.

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Gustafson provided highlights from the following items from the December 8, 2025, Report of Senior Administration:

a) Administration Information:

- Celebrations:
 - There are many holiday-related activities at schools in December, such as:
 - Crocus Plains/Neelin Band and Crocus Plains Vocal Jazz will present Jazz at the Green Spot on Saturday, December 13, 2025, from 1:00 – 3:00 p.m.
 - The following school concerts are taking place across the Division:
 - Alexander School – December 17, 2025
 - Betty Gibson School – December 16, 2025
 - Green Acres School – December 10, 2025
 - J.R. Reid School – December 16, 2025
 - King George School – December 16, 2025
 - Linden Lanes School – December 9, 2025

- Maryland Park School – December 1 and 2, 2025
- Meadows School – December 11, 2025
- St. Augustine School – December 17, 2025
- Valleyview Centennial School – January 21, 2026

- Information Items:
 - Mr. Gustafson provided a report on Semester 1 Class Sizes – Grades 9-12 and answered Trustee questions for clarification.
 - The following Administrative Procedures (AP) have been amended:
 - AP 5175 – Workplace Violence Prevention
 - AP 6070 – Student Insurance Program
 - AP 3021 – Cell Allowances
 - AP 3020 – Expense Claims: Travel, Mileage and Reimbursements
- Presentations:
 - Students and staff from Crocus Plains Regional Secondary School presented on their recent trip to the World War Battlefields and answered Trustee questions. The students and staff expressed their gratitude to the Board of Trustees for allowing them to participate in this pilot program established by Manitoba Education and Early Childhood Learning.
 - Mr. Gustafson shared information surrounding the Safe School Advisory Committees and answered Trustee questions.

b) Business Arising for Board Action:

- Information for Discussion and Correspondence:
 - The Staffing Activity Report was distributed to the Board as Confidential No. 1.

D. Ross – K. Carr

That the December 8, 2025, Report of Senior Administration be received and filed.

Carried

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

a) Education & Community Relations Committee Meeting
 The written report of the Education & Community Relations Committee meeting held on December 8, 2025, was circulated.

C. Ekenna – K. Fallis

That the report be received and filed.

Carried

b) Finance & Facilities Committee Meeting

The written report of the Finance & Facilities Committee meeting held on December 8, 2025, was circulated.

B. Sieklicki – D. Ross

That the report be received and filed.

Carried

c) Personnel & Policy Committee Meeting

The written report of the Personnel & Policy Committee meeting held on December 8, 2025, was circulated.

L. McConnell – C. Ekenna

That the report be received and filed.

Carried

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation:

- From Board Agenda

- MSBA Issues –

a) E-News – December 3, 2025

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

64/2025 C. Ekenna – K. Carr

That the following guidelines be initiated for the 2026-2027 Preliminary Budget Preparation:

- a) Inflationary increases be provided as advised by suppliers for non-controllable expenditures, e.g.: employee benefits, insurance, fuel/propane, support agreements and utilities;
- b) A 2.5% increase for controllable expenditures;
- c) A 2.5% increase for the school instructional budgets;
- d) A 2.5% increase for the capital and maintenance budget;
- e) The 2026-2027 budget provide for enrolment change.

65/2025 K. Carr – C. Ekenna

That the request of the Brandon Teachers' Association, that the President of the Association, Ms. Sandra Thompson, be seconded from the Division from December 31, 2025 to June 30, 2026 on a full-time basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment and that the terms and conditions of this leave of absence are in accordance with Article 7.16 of the Collective Bargaining Agreement.

Late Motion:

66/2025 B. Sieklicki – K. Carr

That the Promissory Note LTPS0837 for the purpose of borrowing the sum of One Million Eleven Thousand Four Hundred Dollars (\$1,011,400) to meet partial costs of the following:

School:
New K-8 School Site

Project:
Land Purchase in Southwest Brandon

be approved.

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

a) NEXT REGULAR BOARD MEETING – 7:30 p.m. (public), Monday, January 12, 2026.

7.00 ADJOURNMENT

K. Carr – B. Sieklicki

That the Board do now adjourn at 8:30 p.m.

Carried

Chairperson (L. Ross)

Secretary-Treasurer (D. Labossiere)