



# BRANDON SCHOOL DIVISION

## Minutes of the Regular Board Meeting Monday, November 24, 2025

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

### Trustees Present:

D. Ross, Vice-Chairperson	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

### Regrets:

L. Ross, Chairperson  
K. Carr

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The Vice-Chairperson called the meeting to order at 7:15 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

Senior Administration added three (3) items for In-Camera.

L. McConnell – J. Murray  
That the agenda be approved.  
Carried

#### 1.02 Adoption of Minutes of Previous Meeting

- a) Regular Board Meeting – November 10, 2025  
K. Fallis – J. Murray

That the minutes be approved as circulated.  
Carried

J. Murray – L. McConnell

That the Board move into In-Camera session at 7:17 p.m.

## **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**

Mr. Labossiere provided information on a Board Operations Matter and received direction from the Board.

Mr. Gustafson provided information on two (2) Board Operation Matters and received feedback from the Board.

B. Sieklicki – K. Fallis

That the Board move out of In-Camera session at 7:26 p.m.

The Vice-Chairperson called the public portion of the meeting to order at 7:32 p.m., with a traditional heritage land acknowledgment.

## **3.00 PRESENTATIONS AND COMMUNICATIONS**

### **3.01 Presentations for Information**

### **3.02 Communications for Information**

### **3.03 Communications for Action**

## **4.00 REPORT OF SENIOR ADMINISTRATION**

Mr. Gustafson provided highlights from the following items from the November 24, 2025, Report of Senior Administration:

- a) Administration Information:
  - Celebrations:

- École secondaire Neelin High School – On November 7, 2025, The Honourable Wab Kinew, Premier of Manitoba, presented Neelin staff with one of Manitoba's highest civilian awards, the Order of the Buffalo Hunt.
- The following school concerts are taking place across the Division:
  - Vincent Massey Winter Band Concert, joined by Brandon West Middle School Band, Monday, December 8, 2025, at 7:00 p.m., Western Manitoba Centennial Auditorium.
  - Crocus Plains Choir, and Crocus Plains/Neelin Band Concert, joined by Brandon East Side Band, Tuesday, December 9, 2025, 7:00 p.m., Western Manitoba Centennial Auditorium.
- Information Items:
  - On November 5, 2025, 789 (91%) of Brandon School Division Grade 9 students participated in Take Our Kids to Work Day. These students had the opportunity to job shadow a parent, relative, friend or community host.
  - Mr. Gustafson provided a report of how class sizes vary across the Division. He indicated by examining these figures, the Division can identify trends and areas where further improvements might be needed to optimize learning environments for students. The data-driven approach ensures that the Division can continue to prioritize quality education, fostering an environment where every student has the opportunity to thrive. Mr. Gustafson answered Trustee questions for clarification.
  - Mr. Gustafson provided a report on Brandon School Division Facilities – Age of Schools. The Brandon School Division has three categories of school buildings: original buildings, additions, and modulars. The Division has 24 buildings ranging between 5 and 120 years of age. The average age of the buildings is 62 years, 75% of buildings are 50 years old or older, and only one building is under 35 years in age. Mr. Gustafson answered Trustee questions for clarification.
- Presentations:
  - Mr. Gustafson shared information from the Brandon School Division Continuous Improvement Report 2024-2025 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.
  - École secondaire Neelin High School Off-Site Activity Request - École secondaire Neelin High School submitted a trip proposal on March 19, 2024, for Travel Club students in Grade 9 to Grade 12 to make a trip to Greece in the spring of 2026. The original proposal was denied by Senior Administration as the proposal did not state the educational value of the trip, the trip exceeded the maximum allowable absence, and the trip exceeded the maximum cost as outlined in Administrative Procedure 4085 – Off-Site Programs and Activities. International trips have a maximum allowable absence of two school days.

The school resubmitted a package on May 23, 2024, addressing all identified areas. The trip proposal form stated that the trip would occur between March 26 and April 3, 2026. The price quote from EF Tours also indicated the requested travel dates of March 26 – April 3, 2026. The Board of Trustees approved motion

42/2024 for the Neelin Travel Club to go to Greece from March 26th to April 3rd, 2026.

EF Tours contacted the Teacher in Charge on November 7th, 2025, to inform the school that the trip was to depart two days earlier than planned. The ability for EF Tours to change tour dates is noted in their Booking Conditions document. The school responded to EF Tours that the Division only allows for two school days. EF tours responded to École secondaire Neelin High School that availability for flights, hotels, and activities may be impacted, and the pricing may change.

Senior Administration has reviewed all options including cancellation of the trip and recommends amending motion 42/2024 to align to the new travel dates. Refer to Motions. Mr. Gustafson answered Trustee questions.

K. Fallis – J. Murray

That the November 24, 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 November 10, 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 November 10, 2025, was circulated.

B. Sieklicki – J. Murray

That the report be received and filed.

Carried

c) Personnel & Policy Committee Meeting

The written report of the Personnel & Policy Committee meeting held on November 10, 2025, was circulated.

L. McConnell – B. Sieklicki

That the report be received and filed.

Carried

### **5.02 Delegations and Petitions (Max. 15 minutes)**

### **5.03 Business Arising**

- From Previous Delegation:

Ms. Shelley Kokorudz, Associate Professor at Brandon University, spoke to the Board about the possibility of piloting a nature-based learning approach within the Division and answered Trustee questions.

The Board indicated they were interested in learning more information surrounding the idea and decided to defer this pilot to Committee of the Whole for further discussions after the budget and staffing for 2026-2027 has been completed.

**- From Board Agenda**

**- MSBA Issues –**

a) E-News – November 5, 2025

**5.04 Public Inquiries (Max. 15 Mins)**

During the November 10, 2025, Regular Board meeting, Mr. James Epp, Brandon Citizen, inquired the following:

1. How do we increase voter turnout and give politicians from other levels of government the incentive to recognize that our representatives truly represent the needs of their constituents, and the wants, and the desires and the demands of their constituents?
2. Was the Brandon School Division Board of Trustees consulted when the City of Brandon was developing their recent City plan?
3. Would the BSD Board of Trustees consider showing up as a delegation to the City of Brandon Council some time and advocate for making four-unit residential dwellings as of right, in residential low density zoned areas in the City?

The Vice-Chairperson responded that the Board of Trustees shares the desire to increase voter turnout and representation of the community. The Board of Trustees continually strives to this end and takes actions such as holding a by-election when there is an open seat, timing of the election to increase voter turnout, promotion to increase the number of candidates and promotion of the election to eligible voters. The Board of Trustees also engages with community such as Parent Council liaison meetings or budget consultations.

The Board of Trustees did not meet with the City of Brandon regarding the recent City plan but the Board of Trustees and City Council meet regularly to discuss items of mutual importance. The Board of Trustees values the relationship with City Council and the collaboration on their shared goals. The Board of Trustees respects the areas of responsibility of City Council including residential planning. The Board is willing to support the City Council but would not advocate for areas outside of their governance goals.

**5.05 Motions**

60/2025 C. Ekenna – B. Sieklicki

That the Division adopt a standardized mileage reimbursement process for all employee groups effective January 1, 2026, using the Division mileage rates.

61/2025 B. Sieklicki – C. Ekenna

Whereas the dates of the trip involving thirty (30) Travel Club students in Grade 9 to Grade 12 from École secondaire Neelin High School to Greece, from March 26 to April 3, 2026, have changed, be it resolved that Motion 42/2024 be amended to read March 24 to April 1, 2026.

**Late Motion:**

62/2025 K. Fallis – S. Mozdzen

That the request of the Brandon Teachers' Association, that Ms. Sandra Thompson, Vice-President of the Association, be seconded from the Division from November 17, 2025 to December 19, 2025, on a half-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.

**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, December 8, 2025.

**7.00 ADJOURNMENT**

C. Ekenna – K. Fallis

That the Board do now adjourn at 8:27 p.m.

Carried

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Chairperson (L. Ross)

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Secretary-Treasurer (D. Labossiere)