



BRANDON SCHOOL DIVISION

Minutes of the Regular Board Meeting Tuesday, October 14, 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 (by phone)
K. Fallis	L. McConnell
B. Sieklicki (by phone)	

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:

J. Murray

The Chairperson called the meeting to order at 6:42 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

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

D. Ross – K. Carr

That the agenda be approved.

Carried

1.02 Adoption of Minutes of Previous Meeting

- a) Regular Board Meeting – September 22, 2025
K. Fallis - K. Carr

That the minutes be approved as circulated.

Carried

D. Ross – K. Carr

That the Board move into In-Camera session at 6:43 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 three (3) Board Operation matters and received feedback from the Board.

K. Fallis – K. Carr

That the Board move out of In-Camera session at 6:51 p.m.

The Chairperson called the public portion of the meeting to order at 7:31 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

The Chairperson brought forward a late correspondence item from Mr. Gustafson Superintendent/Chief Executive Officer. The Chairperson read Mr. Gustafson's letter giving formal notice to retire from his role as Superintendent effective August 7, 2026.

Trustees thanked Mr. Gustafson for all his years of service, his leadership and the amazing job he has done as a Superintendent/Chief Executive Officer.

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Gustafson provided highlights from the following items from the October 14, 2025, Report of Senior Administration:

a) Administration Information:

➤ Celebrations:

- World Teachers' Day – World Teachers' Day is celebrated annually on October 5th as an opportunity to recognize the incredible dedication, skill and compassion of teachers who inspire students every day.

➤ Information Items:

- Correspondence was received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, proclaiming October 2025 as Dyslexia Awareness Month.
- Excellence in Education Awards – The 2025/2026 Manitoba's Excellence in Education Awards will recognize and celebrate exceptional teachers and school administrators whose outstanding educational practices have a deep and lasting impact on the well-being, achievement, and engagement of Manitoba students. Awards will be presented in the following five categories; Teaching Excellence, Outstanding New Teacher, Outstanding Team Collaboration, Outstanding School Leader, Premier's Award for Excellence in Education. Nominations must be submitted by December 4, 2025. Nomination forms and detailed criteria are available at the following link: www.edu.gov.mb.ca/k12/excellence.
- Manitoba Indigenous Youth Achievement Awards – Nominations are now open for the Manitoba Indigenous Youth Achievement Awards. These awards recognize the outstanding achievement of Manitoba's Indigenous youth who exhibit high standards of excellence, dedication, leadership and accomplishments, in the following areas: Academic, Athletic, Artistic, Cultural, Community/Volunteer, Business/Entrepreneurial, Health, Personal Achievement, and Employment in a Traditional Field. More information is available at the following link: <https://miyaa.ca/>
- Truth and Reconciliation Week – September 22-26; October 1-3, 2025. Mr. Zilkey provided an overview of what activities the Brandon School Division schools participated in during the week.
- Mr. Gustafson provided a report on student mobility for 2024-2025.

➤ Presentations:

- Mr. Gustafson provided an update on risk response in Brandon School Division and answered Trustee questions for clarification.
- Mr. Gustafson presented a report on the Brandon School Division graduation rate for 2024-2025 and answered Trustee questions for clarification.

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 October 14, 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 September 22, 2025, was circulated.

L. McConnell – 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 September 22, 2025, was circulated.

K. Fallis – 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 September 22, 2025, was circulated.

L. McConnell - K. Fallis
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 – September 24, 2025
- b) E-News – October 8, 2025
- c) MSBA Regional Meetings – October 18, 2025
- d) Annual Convention – March 19-20, 2026

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

54/2025 K. Fallis – K. Carr

That the proposed budget dates for the 2026-2027 Budget be as follows, subject to receiving the Provincial funding announcement by February 6, 2026:

Wednesday, February 25, 2026 - Budget Presentation and Deliberations
Monday, March 2, 2026 - Public Budget Consultation
Monday, March 9, 2026 - Final Budget Approval

55/2025 L. McConnell – D. Ross

That the Trustees be paid the appropriate indemnity for attending the MSBA Regional Meeting held on Saturday, October 18, 2025, at the Victoria Inn, Brandon, Manitoba.

56/2025 K. Carr – K. Fallis

That the Trustees be paid the appropriate indemnity for attending the Board of Trustees Strategic Planning Meeting held on Friday, October 31, 2025, at the Brandon School Division Administration Office.

Late Motion:

57/2025 D. Ross – L. McConnell

That the Board of Trustees accept the retirement of Mr. Gustafson, Superintendent of Schools/Chief Executive Officer effective August 7, 2026.

It is noted, that during the public portion of the Regular Board Meeting, the written motion was incorrectly read with the effective date as August 7, 2025, when it should have been read as August 7, 2026.

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, October 27, 2025

7.00 ADJOURNMENT

K. Carr – L. McConnell

That the Board do now adjourn at 8:26 p.m.

Carried

Chairperson (L. Ross)

Secretary-Treasurer (D. Labossiere)