BRANDON SCHOOL DIVISION

Minutes of the Regular Board Meeting
Monday, October 26, 2026

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

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

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

Regrets: C. Ekenna

The Chairperson called the meeting to order at 7:06 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Senior Administration added two (2) items for In-Camera.

D. Ross – S. Mozdzen
That the agenda be approved.
Carried

1.02 Adoption of Minutes of Previous Meeting

a) Regular Board Meeting – October 13, 2026
K. Carr – D. Ross

That the minutes be approved as circulated.
Carried

J. Murray – S. Mozdzen
That the Board move into In-Camera session at 7:08 p.m.

2.00 IN-CAMERA DISCUSSION

2.01 Student Issues

Mr. Zilkey provided information on two (2) Student Issue Matters and answered Trustee questions.

2.02 Personnel Matters

- Reports
- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

2.04 Board Operations

- Reports
- Trustee Inquiries

J. Murray – D. Ross
That the Board move out of In-Camera session at 7:09 p.m.

The Chairperson called the public portion of the meeting to order at 7:30 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

Representatives from BDO Canada, LLP, attended and presented the Auditor's Report on the 2025-2026 Financial Statements.

Mr. Jarett Kowaluk, Manager of BDO Canada LLP, joined the Board at the table and spoke to the 2025-2026 Audited Financial Statements. Mr. Kowaluk provided a description of the audit process and the methodology used during their audit and discussed their findings in the audit process. The audit was conducted in accordance with Canadian generally accepted Accounting Standards.

Mr. Kowaluk indicated that for the year end of June 30, 2026, BDO can present a clean and unmodified audit opinion, which means that the statements are stated fairly in accordance with the applicable financial reporting framework. He indicated that as part of the audited statements, the enrolment report was also reviewed and reported accurate.

Mr. Kowaluk indicated that the operating revenue increased by approximately $6 million dollars from the prior year and was $1 million dollars above what was budgeted for. This was as a result of some additional funding received by the province of about $3 million dollars and that was partially offset by $2 million dollars less in municipal property tax revenue. Expenses increased by approximately $6 million dollars from the prior year but was actually $2 million dollars below budgeted. He stated that the 2025-2026 financial statements produced a surplus of approximately $2.4 million dollars before $2 million dollars was transferred to capital. Overall, the operating surplus for the Division was approximately $400,000 which is in line with the prior year results.

Mr. Kowaluk expressed gratitude to Mr. Labossiere and his team for their assistance throughout the audit process and indicated they do a very good job for the Brandon School Division.

At the conclusion of the presentation the floor was opened to the Board of Trustees for questions, however there were no questions or concerns from the Board. The Chairperson thanked Mr. Kowaluk and BDO for their services and acknowledged Mr. Labossiere and Ms. Jamora and their Finance team for their hard work.

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Zilkey provided highlights from the following items from the October 26, 2026, Report of Senior Administration:

a) Administrative Information:
- Celebrations:
  - Major Production – Vincent Massey High School is pleased to present The Addams Family, A Musical Comedy, from November 26-28, 2026, at the Western Manitoba Centennial Auditorium.

- Information Items:
  - Mr. Christopher Sarkonak, Teacher, Crocus Plains Regional Secondary School received the 2026 Prime Minister's Award for Teaching Excellence in STEM.
  - Ms. Wing Chow, Teacher, École New Era School received the Royal Conservatory of Music Teacher of Distinction Award 2026 (Manitoba Region).
  - Correspondence was received from Honourable Tracy Schmidt, Minster of Education and Early Childhood Learning, proclaiming October 26 to 30, 2026, as Media Literacy Week and October 28, 2026, as Digital Citizen Day.
  - Correspondence was received from Honourable Tracy Schmidt, Minster of Education and Early Childhood Learning, proclaiming October 26, 2026, as Manitoba School Library Day.
  - Administrative Procedure (AP) 5100 – Leaves and Absences – Professional Staff and AP 5095 – Leaves and Absences – Permanent Support Staff, have been updated to align with Bill 11.
  - Administrative Form 5095Fa – Self Attestation has been created to support the changes to APs 5095 and 5100.

- Vincent Massey High School, Off-Site Activity, Grade 9 to Grade 12 band and choir students, Vancouver, British Columbia.

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 – J. Murray
That the October 26, 2026, 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 October 13, 2026, was circulated.

K. Carr – D. Ross
That the report be received and filed.
Carried

b) Finance & Facilities Committee Meeting
The written report of the Finance & Facilities Committee meeting held on October 13, 2026, was circulated.

B. Sieklicki – K. Fallis
That the report be received and filed.
Carried

c) Personnel & Policy Committee Meeting
The written report of the Personnel & Policy Committee meeting held on October 13, 2026, was circulated.

L. McConnell – K. Carr
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, October 21, 2026

b) MSBA Fall General & Regional Meetings – November 26-27, 2026

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions:

63/2026 B. Sieklicki – K. Carr
That the Auditor's Report and Financial Statements for the twelve-month fiscal period ended June 30, 2026, be and are hereby accepted, and that the Chairperson be authorized to affix their signature and the seal of the Division thereto.
Carried

64/2026 K. Carr – D. Ross
That the Trustees be paid the appropriate indemnity for attending the MSBA Fall General & Regional Meeting held on November 26-27, 2026, at the Delta Hotel, Winnipeg, Manitoba.
Carried

Late Motion:

65/2026 D. Ross – K. Carr
That Confidential No. 2 and the recommendations therein be approved.
Carried

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

a) Trustee Election – October 28, 2026
b) Inaugural Board Meeting – 7:00 p.m., Monday, November 2, 2026
c) Next Board Committee Meetings – 6:00 p.m., Monday, November 9, 2026
d) Next Regular Board Meeting – 7:30 p.m., Monday, November 9, 2026

7.00 ADJOURNMENT

J. Murray – B. Sieklicki
That the Board do now adjourn at 7:55 p.m.
Carried

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Chairperson (L. Ross) Secretary-Treasurer (D. Labossiere)