



BRANDON SCHOOL DIVISION

Minutes of the Regular Board Meeting Monday, September 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 |
| J. Murray | |

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:

B. Sieklicki

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

K. Carr – C. Ekenna
That the agenda be approved.
Carried

1.02 Adoption of Minutes of Previous Meeting

- a) Regular Board Meeting – August 25, 2025
D. Ross - K. Carr

That the minutes be approved as circulated.
Carried

- b) Inaugural Meeting – September 2, 2025
J. Murray – 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

- Reports
- Trustee Inquiries

3.00 PRESENTATIONS AND COMMUNICATIONS

3.01 Presentations for Information

3.02 Communications for Information

A letter was received from Ade Adeyemi, United Nigerians Brandon Association (UNBA), extending their profound gratitude to the Board of Trustees for the opportunity to present on community-led solutions for racial violence prevention on June 23, 2025. The UNBA conveyed thanks to the Board for their leadership on this critical issue.

3.03 Communications for Action

4.00 REPORT OF SENIOR ADMINISTRATION

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

- a) Administration Information:

- Celebrations:
 - Tools for Schools Program – United Way West Central Manitoba gathered donations of school supplies over the summer through their annual Tools for Schools Program to support Brandon School Division students and their families. This year, the donations will support more than 550 students from Brandon and area.
- Information Items:
 - BlackNorth Vanguard Scholars Program – The BlackNorth Vanguard Scholars Program is a flagship program of the BlackNorth Initiative, dedicated to addressing systemic barriers and expanding opportunities for Black youth.
 - Administrative Procedure 5027 – Conflict of Interest is a new Administrative Procedure developed to support processes and practices in Brandon School Division.
 - Administrative Procedure 5165 – Workplace Safety and Health Inspections has been amended to reflect that each location now has a Workplace Safety and Health Committee.
 - Administrative Procedure 5077 – Extra-Curricular Activity Leaves is a new Administrative Procedure developed to align with the Collective Agreement between Manitoba School Boards Association and The Manitoba Teachers' Society. Administrative Forms 5077a and 5077b were developed to support the Administrative Procedure 5077 - Extra-Curricular Activity Leaves.
 - Administrative Procedure 6040 – Registration of Students has been amended to adhere to requirements of Bill 21 – Registration of a Student Living with a Responsible Adult. Administrative Forms 6040Fa and 6040Fb were developed to support Administrative Procedure 6040 – Registration of Students. Mr. Zilkey and Ms. Gilleshammer answered Trustee questions for clarification.
- Presentations:
 - Mr. Gustafson provided a presentation on Classroom Utilization by School – September 2025. There were no questions following Mr. Gustafson's presentation.

b) Business Arising for Board Action:

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

D. Ross – J. Murray

That the September 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 August 25, 2025, was circulated.

C. Karr – C. Ekenna

That the report be received and filed.

Carried

Following the Education & Community Relations Committee Meeting report, Trustee Carr asked Senior Administration for an update regarding how things are going with the Evacuee students and if the Division is receiving any additional provincial funding to cover the additional school bus and substitute teachers. Mr. Zilkey indicated that starting September 9, 2025, the Division will have 60 Evacuee students within Brandon School Division schools. He further added that the number of Evacuee students could change and has been changing daily. He stated that Grades K-4 Evacuee students are at Riverview School, Grades 5-8 Evacuee students are at King George School, and Grades 9-12 students are at Vincent Massey and Neelin. There have been 8.5 FTE substitute teachers hired to fill the teaching roles for these students and there is a bus that is currently running to six different hotels providing transportation. He added that the Division has provided desks and chairs for the Evacuee students, and that the Principals have been very flexible to work with. Registration has been set up at the Victoria Inn Hotel (last week), and this week registration is located at the Clarion Hotel.

Mr. Gustafson stated that in terms of funding, the Province has indicated that there will be no additional funding this year, however the Division will be tracking the costs associated to the Evacuee students to provide to the Province. Mr. Labossiere added that all Division's are required to submit quarterly reports to the Province regarding the wildfires and costs incurred by Divisions.

Mr. Gustafson added that a more formal update will be provided for the September 22, 2025, Board Meeting.

b) Finance & Facilities Committee Meeting

The written report of the Finance & Facilities Committee meeting held on August 25, 2025, was circulated.

C. Ekenna – 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 August 25, 2025, was circulated.

K. Fallis – J. Murray

That the report be received and filed.

Carried

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation:

- Ms. Heather Ewasiuk, Senior Election Official, City of Brandon, provided information and key dates regarding the upcoming School Trustee By-Election taking place on October 16, 2025. The Chairperson indicated that there are two more days to submit nomination papers and that the deadline to submit nominations papers is September 10, 2025. The Chairperson added that the Board knows informally that several people have already submitted their nomination papers and therefore there will be an Election.

- From Board Agenda

- MSBA Issues –

- a) MSBA Call for Nominations and Resolutions
Resolution deadline – Wednesday, October 1, 2025
- b) MSBA Regional Meetings – October 18, 2025
- c) Annual Convention – March 19-20, 2026

5.04 Public Inquiries (Max. 15 Mins)

Mr. James Epp of Brandon, Manitoba, indicated he had a few topics he wanted to go over. He indicated that he was present during the Inaugural Meeting last week and feels there are errors in the minutes. He suggested the Board consider withdrawing the motion of approving the minutes and give administration another two weeks to review it and study the footage that actually happened to make sure it is all buttoned up and clear. He indicated he noticed the following areas within the minutes which were incorrect:

- The motion to approve the destruction of ballots appears twice
- Trustee Sieklicki is mentioned as having attended that meeting, but he didn't hear her over the phone approve even uncontroversial motions, which may require a clarification of record
- He doesn't recall which vote it was, but there was a motion moved, and it was given a seconder, but he didn't see that motion passed

Mr. Epp then inquired about the Report of Senior Administration and the deficit of classrooms. He indicated the document provided does have a table of all the K-8 schools, and he noted that he only knows one of the K-8 schools intimately, so he can't speak to the others. He noted that the high schools do not appear to be on the list and was inquiring if that was intentional and is there a justification as to why that was intended if it was an intentional omission; was this an honest mistake? He then inquired if we're going to receive those numbers some point in the future can there be an estimate on when we will get the numbers because the reality is the Board collective can make a lot of decisions on how they want to action the information they are provided, but if they don't have complete information, they cannot make the best decision. There were no questions following Mr. Epp's inquiry.

5.05 Motions

44/2025 K. Carr – K. Fallis

That the Committees of the Board, effective September 8, 2025, be and are hereby approved as follows:

Education and Community Relations: Committee of the Whole

Finance and Facilities: Committee of the Whole

Personnel and Policy: Committee of the Whole

45/2025 K. Fallis – K. Carr

That the Sub-Committees of the Board, effective September 8, 2025, be and are hereby approved as follows:

Brandon Community Youth Wellness Committee:
D. Ross, K. Carr (Alternate)

Friends of Education Fund:
J. Murray, B. Sieklicki (Alternate)

Parent/Guardian/Division:
Committee of the Whole

Support Personnel Labour Management:
K. Carr, D. Ross (Alternate)

46/2025 D. Ross – J. Murray

That the Ad-Hoc Committee of the Board, effective September 8, 2025, be and is hereby approved as follows:

MSBA Resolutions:
D. Ross, J. Murray

47/2025 J. Murray – L. McConnell

That the appointment of Trustee representatives to the following external committee be approved for the 2025-2026 term:

Brandon Urban Aboriginal People's Council:
K. Fallis, C. Ekenna (Alternate)

48/2025 L. McConnell – J. Murray

That the Annual Resolution Appointing Officers be approved.

Late Motion:

49/2025 C. Ekenna – L. McConnell

That the Shared Services Agreements between the Brandon School Division and Christian Heritage School for the 2025-2026 school year for the provision of transportation services and for use of facilities and resources for Home Economics and Industrial Arts classes be approved, and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division to the Agreement and to all subsequent claims resulting therefrom in compliance with the Public Schools Act and Regulations thereunder.

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, September 22, 2025
- b) TRUSTEE BY-ELECTION – October 16, 2025

7.00 ADJOURNMENT

C. Ekenna – K. Carr

That the Board do now adjourn at 8:19 p.m.

Carried

Chairperson (L. Ross)

Secretary-Treasurer (D. Labossiere)