



BRANDON SCHOOL DIVISION

PERSONNEL AND POLICY COMMITTEE MINUTES

Monday, March 23, 2026 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
C. Ekenna K. Carr
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
V. DeVlieger, Executive Secretary

1. COMMITTEE ITEMS

A. PERSONNEL MATTER

Mr. Zilkey reviewed information on a Personnel Matter. The Committee agreed to bring the following Late Motion to the Regular Board Meeting, Monday, March 23, 2026:

Recommendation:

That Confidential No. 2 and the recommendations therein be approved.

B. PERSONNEL MATTER

Mr. Zilkey reviewed information on a Personnel Matter. The Committee agreed to bring the following Late Motion to the Regular Board Meeting, Monday, March 23, 2026:

Recommendation:

That Confidential No. 3 and the recommendations therein be approved.

C. PERSONNEL MATTER

Mr. Zilkey reviewed information on a Personnel Matter. The Committee agreed to bring the following Late Motion to the Regular Board Meeting, Monday, March 23, 2026:

Recommendation:

That Confidential No. 4 and the recommendations therein be approved.

D. BRANDON CONSERVATORY CHORALE (BCC)

Communication was received from the Chair of the Brandon Conservatory Chorale (BCC), Heidi Howarth, at the Regular Board Meeting, March 9, 2026, requesting clarification on the request for their music directors to participate in the Brandon Conservatory Chorale Youth Choir school tour. The Board agreed to refer this communication to Committee.

The Committee discussed the letter. As a result of the increasing number of requests, limited substitute teacher availability, and the impact on other teachers has required the Division to prioritize approved absences. The current prioritization is:

- required absences under the Collective Agreement,
- required absences for provincially and divisionally required events such as curriculum implementation or Workplace Safety and Health,
- and school-based activities.

Even with the current prioritization, the Division is still experiencing multiple days with no substitute teacher available. As a result, the ability to provide release time outside of the prioritized areas continues to remain limited and therefore the Committee is denying the Brandon Conservatory Chorale request.

2. **OPERATIONS INFORMATION**

A. MSBA – COLLECTIVE BARGAINING UPDATE/SALARY BULLETINS

- Collective Bargaining Update:
 - Mr. Labossiere and Mr. Gustafson reviewed information on a Personnel Matter.

B. MSBA – CPI, UNEMPLOYMENT RATE, REGIONAL TRENDS UPDATE

- March 16, 2026, data was reviewed.

Respectfully submitted,

L. McConnell