



BRANDON SCHOOL DIVISION

PERSONNEL AND POLICY COMMITTEE MINUTES

Monday, September 14, 2026 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
K. Carr K. Fallis
L. McConnell S. Mozdzen

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

Regrets: C. Ekenna, J. Murray, B. Sieklicki

1. **COMMITTEE ITEMS**

A. PERSONNEL MATTER

Mr. Zilkey spoke to a Personnel Matter and recommended a Principal Selection Committee be established. The Committee agreed to bring forward the following late motion to the Regular Board Meeting, September 14, 2026:

Recommendation:

That Trustee Fallis be paid the appropriate indemnity for participating in the Principal Selection Committee.

B. REQUEST FOR ADDITIONAL 1.0 FTE KINDERGARTEN TEACHER

Mr. Zilkey indicated that since the registrations in the spring, George Fitton School has had 32 new registrations enter and 9 students leave for net plus of 23 students. This brings George Fitton Kindergarten size to 53 students in catchment. As a result of the increase, Senior Administration is requesting a third Kindergarten teacher to change class sizes from 26/27 students to classes of 17, 18, and 18. George Fitton has the space for the additional classroom within the school. Mr. Zilkey answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a late motion to the Regular Board Meeting, September 14, 2026:

Recommendation:

That the Division add 1.0 FTE Teacher to address enrolment growth, this position in the amount of \$105,050 is to be funded through the Operating Fund Accumulated Surplus.

2. OPERATIONS INFORMATION

A. CORRESPONDENCE:

- Ms. Gilleshammer spoke to the correspondence received from Monika Bonsor, Acting Assistant Director, Accessibility Compliance Secretariat. She indicated the Accessibility Compliance Secretariat is now commencing the audit of the accessible employment policies developed by large public sector organizations. She added that the Human Resources Department will be working on this.
- Ms. Sawa reviewed the correspondence received from Jordan Bighorn, Acting Assistant Deputy Minister, Indigenous Excellence regarding Treaty Education Plan.

Respectfully submitted,

L. McConnell