



BRANDON SCHOOL DIVISION

May 22, 2026

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, MAY 25, 2026
7:30 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere
Secretary-Treasurer

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

1.02 Adoption of Minutes of Previous Meetings

- a) Regular Board Meeting – May 11, 2026
Adopt.

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

3.03 Communications for Action

4.00 REPORT OF SENIOR ADMINISTRATION

- From Report of Senior Administration

- a) Review Report of Senior Administration – May 25, 2026

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

- a) Committee of the Whole:

Education and Community Relations	J. Murray
Finance and Facilities	B. Sieklicki
Personnel and Policy	L. McConnell

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda
- MSBA Issues

- a) E-News, May 20, 2026

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

- 40/2026 That the Tender from Murray Chev Cadillac Buick GMC in the amount of \$56,000.00 (including taxes) for the supply of One (1) New 2026 Chevrolet Express Cargo Van, funded through the 2026-2027 Operating Budget be accepted.
- 41/2026 That the Tender from Murray Chev Cadillac Buick GMC in the amount of \$80,012.80 (including taxes) for the supply of Two (2) New 2026 Chevrolet Equinox AWD LT, funded through the 2026-2027 Operating Budget be accepted.
- 42/2026 That the Tender from Jenkins in the amount of \$103,187.35 (plus applicable taxes) to Supply, Remove and Install Flooring through the 2026-2027 Operating Budget, be accepted.
- 43/2026 That the Tender from Horizon Glass Ltd. in the amount of \$85,860.00 (plus applicable taxes) for the supply and installation of Doors and Windows funded through the 2026-2027 Operating Budget, be accepted.
- 44/2026 That the tender submitted by Konica Minolta Business Solutions (Canada) Ltd. for the supply and installation of Photocopier/MFP Equipment in the amount of \$623,485.00 (plus applicable taxes), for a five-year lease term covering 66 units, be accepted.
- 45/2026 That the Agreement between the Division, The Brandon Catholic School Board and The Roman Catholic Archiepiscopal Corporation regarding Education Programming at St. Augustine School be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures thereto.
- 46/2026 That the Agreement between the Division and The Brandon Catholic School Board regarding the provision of leased space for St. Augustine School for a term of five (5) years in the amount of \$50,000 annually (plus utilities, property taxes and other applicable taxes) be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures thereto.

5.06 Bylaws**Bylaw 1/2026****3rd Reading**

That By-law 1/2026 being a By-law providing for the borrowing of monies upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2026, to June 30, 2027, be now read for the third time and taken as ready, is hereby approved.

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) EMPLOYEE LONG SERVICE EVENT – 4:00 p.m. Thursday, May 28, 2026
- b) NEXT REGULAR BOARD MEETING – 7:30 p.m. (Public), Monday, June 8, 2026.
- c) RETIREMENT EVENT – 6:00 p.m. Thursday, June 18 ,2026

Additional Information:

- Members of the public wishing to make a presentation, a delegation or a petition are asked to contact the office of the Secretary-Treasurer, by email: delegations@bsd.ca, or by phone at (204) 729-3114, no later than 12:00 p.m. on the Tuesday prior to the Board meeting.
- For all other inquiries related to Board matters, please email: trusteeinfo@bsd.ca.
- We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/page/8192/board-meeting-dates-live-streaming>.

7.00 ADJOURNMENT



BRANDON SCHOOL DIVISION

Minutes of the Regular Board Meeting Monday, May 11, 2026

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

Trustees Present:

L. Ross, Chairperson	D. Ross, Vice-Chairperson
C. Ekenna	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
T. Curtis, Communications Coordinator

Regrets:

K. Carr

The Chairperson called the meeting to order at 7:15 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

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

D. Ross – B. Sieklicki

That the agenda be approved.

Carried

1.02 Adoption of Minutes of Previous Meeting

- a) Regular Board Meeting – April 27, 2026
B. Sieklicki – D. Ross

That the minutes be approved as circulated.

Carried

J. Murray – K. Fallis

That the Board move into In-Camera session at 7:16 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 two (2) Board Operation Matters and received feedback from the Board.

B. Sieklicki – D. Ross

That the Board move out of In-Camera session at 7:29 p.m.

The Chairperson called the public portion of the meeting to order at 7:35 p.m., with a traditional heritage land acknowledgment.

3.00 PRESENTATIONS AND COMMUNICATIONS

3.01 Presentations for Information

3.02 Communications for Information

Correspondence was received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, regarding a letter of thanks to Mathew Gustafson, Superintendent/Chief Executive Officer, for his leadership of Brandon School Division.

3.03 Communications for Action

Correspondence was received from Caroline Mullins, Executive Assistant, Brandon Teachers' Association, April 24, 2026, addressed to Mr. Mathew Gustafson, Superintendent/CEO, advising that Ms. Sandra Thompson has been acclaimed as the President of the Brandon Teachers' Association (BTA) for the term beginning July 1, 2026, to June 30, 2027. The BTA formally requests that Ms. Thompson be seconded full-time, with salary and benefits to be paid by the Association.

Refer to Motions.

Correspondence was received from Katia Guzzardi, Recording Secretary, CUPE Local 737, May 3, 2026, addressed to Mr. Denis Labossiere, Secretary-Treasurer, requesting permission

for Jamie Rose, School Bus Driver/Utility Maintenance Worker to continue with the secondment of three days per week for union business, from September 1, 2026 to June 30, 2027, in the school year 2026 – 2027.

Refer to Motions.

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Gustafson provided highlights from the following items from the May 11, 2026, Report of Senior Administration:

a) Administration Information:

➤ Celebrations:

- The annual Youth in Philanthropy Grant Gala took place on April 30, marking the 21st anniversary of the program. Youth in Philanthropy is an extracurricular high school student group funded through generous support from the Brandon Area Community Foundation and United Way West Central Manitoba.

Youth in Philanthropy provides an opportunity for high school students to learn more about philanthropy and community organizations that would benefit from additional support. This year, students from Crocus Plains Regional Secondary School, École secondaire Neelin High School, and Vincent Massey High School researched various organizations in order to determine how best to allocate the funds they received from the Brandon Area Community Foundation and United Way West Central Manitoba.

- The annual Middle Years Oratorical Event took place on May 5, 2026, at the School of Music at Brandon University. Approximately 60 students from 16 schools participated in this event. The winners and runners-up, were:

Grade 5-6 Winner Ryan K., J. R. Reid School

Grade 5-6 Runner-Up Gavin P., Linden Lanes School

Grade 7-8 Winner Mithika M., Maryland Park School

Grade 7-8 Runner-Up Daniela A. A., St. Augustine School

- Christopher Sarkonak, Teacher at Crocus Plains Regional Secondary School, has been awarded a National Science Teaching Association (NSTA) Robert E. Yager Award for Exemplary Teaching. The NSTA Awards program honours K-12 teachers, principals, professors, and other science education professionals for their outstanding work and achievement in science education.
- The Grade 3/4 choir from École New Era School was invited to perform at the Manitoba Legislative Building on May 4, 2026, in celebration of Music Month in Manitoba.
- The Crocus Plains/Neelin Community Band and the Vincent Massey Senior Jazz Band will perform in the Virden Arts Mosaic Concert on May 12, 2026.

- Information Items:
 - Correspondence was received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, proclaiming May 2026 as Music Month in Manitoba.
 - Correspondence was received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, proclaiming May 18 to 22, 2026 as Treaty Week in Manitoba.
 - Presentations:
 - Mr. Gustafson provided a presentation regarding the Brandon School Division's Community Lunch Program.
- 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 May 11, 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 May 11, 2026, was circulated.

J. Murray – 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 May 11, 2026, was circulated.

B. Sieklicki – C. Ekenna

That the report be received and filed.

Carried

- c) Personnel & Policy Committee Meeting
The written report of the Personnel & Policy Committee meeting held on May 11, 2026, was circulated.

L. McConnell – D. Ross

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) Trustee Elections – Candidate Webinars:

- Wednesday, May 27, 2026, 6:00 – 8:00 p.m.
- Monday, June 1, 2026, 6:00 – 8:00 p.m.

b) E-News, May 6, 2026

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions:

37/2026

J. Murray – S. Mozdzen

That the request of the Brandon Teachers' Association, that the President of the Association, Ms. Sandra Thompson, be seconded from the Division from July 1, 2026 to June 30, 2027 on a full-time basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment and that the terms and conditions of this leave of absence are in accordance with Article 7.16 of the Collective Bargaining Agreement.

Carried

38/2026

S. Mozdzen – J. Murray

That the request of CUPE Local 737, that the President of the Association, Mr. Jamie Rose, be seconded from the Division in the 2026-2027 school year for three (3) days per week from September 1, 2026, to June 30, 2027 for union purposes.

Carried

Late Motions:

39/2026

K. Fallis – S. Mozdzen

That the Quote from Restoration Manitoba in the amount of \$196,087.50 (including taxes) for the ceiling tile abatement and installation of new tiles at Riverheights School, funded through the Operating Fund Accumulated Surplus, be accepted.

Carried

5.06 Bylaws

2nd Reading:

D. Ross

That By-law 1/2026 being a by-law providing for the borrowing of monies upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2026, to June 30, 2027, be now read for the second time.

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) Public Information Evening: New K-8 School in Brookwood – 6:30 p.m., Wednesday, May 20, 2026, at Vincent Massey High School Library.
- b) Next Regular Board Meeting – 7:30 p.m. (Public), Monday, May 25, 2026.
- c) Employee Long Service Event – 4:00 p.m. Thursday, May 28, 2026

7.00 ADJOURNMENT

D. Ross – J. Murray

That the Board do now adjourn at 8:06 p.m.

Carried

Chairperson (L. Ross)

Secretary-Treasurer (D. Labossiere)



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

May 25, 2026

A. Administrative Information

I. CELEBRATIONS

1. **INDIGENOUS EDUCATOR OF THE MONTH**

Raven Willoughby, Indigenous Education Learning Specialist, has been named Indigenous Educator of the Month by Manitoba Education and Early Childhood Learning, Indigenous Excellence. Best wishes to Raven on this recognition of the work she does on behalf of the students and staff of Brandon School Division.

2. **BAND PROGRAM PERFORMANCES**

Please see below for upcoming BSD Band performances:

Brandon West Year End Band Concert
Wednesday, May 27, 7:00 p.m.
Western Manitoba Centennial Auditorium

East Side Year End Band Concert
Thursday, May 28th, 7:00 p.m.
Western Manitoba Centennial Auditorium

Crocus Plains/Neelin Spring Band Concert
Friday, May 29, 7:00 p.m.
Western Manitoba Centennial Auditorium

Vincent Massey High School Spring Concert
Wednesday, June 3, 7:00 p.m.
Vincent Massey High School

Crocus Plains/Neelin Drum Line will participate in the Travellers' Day Parade
Saturday, June 6, 11:00 a.m.

Accepting the Challenge

High School Jazz Ensembles will perform at Jazz in the Park
 Vincent Massey: Tuesday, June 2, 6:30 p.m.
 Crocus Plains/Neelin: Tuesday, June 9, 6:30 p.m.
 Princess Park

II. SUSPENSIONS

Below are the number of suspensions from May 5 to May 18, 2026.

<u>Grade Level</u>	<u>Number of Students Suspended</u>	<u>Category: Inappropriate Behaviour</u>	<u>Category: Assaultive Behaviour</u>	<u>Category: Drugs and Alcohol</u>
K-8 In-School	5	1	4	0
K-8 Out-of-School	11	8	11	3
Total Suspensions K-8	16	9	15	3
9-12 In-School	0	-	-	-
9-12 Out-of-School	13	4	8	3
Total Suspensions 9-12	13	4	8	3
All Schools Total	29	13	23	6
		possession of weapons – 0	use of weapons – 0	

Note: A suspension may involve more than one category.

III. COMMUNITY CONNECTIONS AND SCHOOL VISITS

The following community connections and school visits were made by Senior Administration:

- May 6, 2026 – meeting with Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, and Deputy Minister Mona Pandey – Mathew Gustafson

- May 6, 2026 – Wayne Balcaen, Member of the Legislative Assembly, Brandon West – Private Member Statement in Manitoba Legislature – Mathew Gustafson
- May 6 and 7, 2026 – meetings re: Wayfinders Program – Susan Gilleshammer
- May 7, 2026 – Brandon Chamber of Commerce Business Achievement Awards Gala – Mathew Gustafson
- May 12, 2026 – Brandon Community Youth Wellness Coalition – Susan Gilleshammer, Jon Zilkey
- May 14, 2026 – Keystone Centre Foundation/Sunrise Future Leaders Conference – Mathew Gustafson
- May 14, 2026 – Brandon Chamber of Commerce State of the Province meeting – Mathew Gustafson, Denis Labossiere, Eunice Jamora

IV. INFORMATION ITEMS

1. CORRESPONDENCE FROM MANITOBA EDUCATION AND EARLY CHILDHOOD LEARNING

For InformationM. Gustafson

MINISTER’S STUDENT ADVISORY COUNCIL

Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, has put out a call for student applications to the Minister’s Student Advisory Council.

Young people have valuable insights on what matters most in classrooms and communities, and the Department is keen to hear their perspectives and experiences directly. Council members reflect a range of interests, identities, backgrounds, and perspectives.

The Student Advisory Council consists of 30 high school students across Manitoba. Members serve a one-year term and participate in virtual, after-hours consultations throughout the school year on current and emerging topics related to Kindergarten to Grade 12 education. Their collective input is compiled in a final report provided to the Minister at the end of the 2026/2027 school year. Students are presented with a certificate of participation and will have the opportunity to meet directly with the Minister.

Application materials, including a short questionnaire and parental consent form, are available online at [Student Advisory Council | Education](#) and are attached as Appendix A. The application period closes on June 30th.

EARLY CHILDHOOD EDUCATOR AWARDS OF EXCELLENCE

Correspondence was received from Mona Pandey, Deputy Minister, Manitoba Education and Early Childhood Learning, regarding the launch of the 2026

Early Childhood Educator Awards of Excellence. These awards honour Early Childhood Educators who play a vital role in shaping the lives of children.

The awards celebrate excellence in early childhood education and acknowledge the important contributions of educators working in both centre-based and home-based settings. They are intended to highlight the knowledge, competencies, pedagogical leadership, and specialized training that early childhood educators bring to their work each day.

The nomination deadline is Friday, June 19, 2026. More information is available at [Province of Manitoba | education - Manitoba Early Childhood Educator Awards of Excellence](#).

2. OUR JOURNEY

For InformationJ. Zilkey

On Friday, May 22, 2026, the education community of Brandon hosted a celebration, *Our Journey – Celebrating Indigenous Student Success*. This annual event provides an opportunity to celebrate Indigenous students from Assiniboine College, Brandon Friendship Centre (Seedlings), Brandon School Division, Brandon University, and Sioux Valley High School.

The event took place at the Keystone Centre. The program included a pipe ceremony, tipi erecting, Grand Entry, opening remarks, Flag Song, Victory Song, and an Honour Song for Indigenous students in our community.

Indigenous students in Kindergarten, Grade 8, and Grade 12 were invited to participate in the Grand Entry. Grade 12 students were gifted with a keychain reading “Strong, Resilient, Indigenous”. Additionally, other students from across the Division were welcomed to attend this celebration of Indigenous culture and achievement. Following the ceremony there were Pow Wow Rounds integrated with Métis and Inuit music, a hot dog lunch, a soup and Bannock feast, a fur trade display, Indigenous vendors, and lots of time for interaction.

Prior to the Our Journey celebration some Grade 8 and Grade 12 students learned the skill of Ribbon Skirt or shirt creation. Workshops supported small groups of Indigenous students who would be attending. All students displayed a great sense of accomplishment and pride in completing these. For many it is their first Ribbon Skirt or shirt to wear.

Our Journey is a collaborative community event, and we are thankful for the contributions of our community partners. Brandon School Division would like to acknowledge the contributions of the following BSD staff whose commitment to students, creativity, organizational skills, and time were essential to this day being a joyous recognition of our Indigenous graduates and their families.

- Terri Curtis, Communications Coordinator
- Raven Willoughby, Indigenous Education Learning Specialist
- BSD Facilities and Transportation Staff
- Various School Leaders and staff for supporting the students during registration and grand entry, as well as set up and take down.

3. HEAD TEACHERS

For InformationM. Gustafson

As per Administrative Procedure 5090 – Head Teacher, the designation of Head Teacher shall be approved by the Division prior to June 30th of each year with the appointment becoming effective the first day of school in the fall term.

The following Head Teachers have been approved for the 2026/2027 school year:

Alexander	Krista Clayton, Laura Kirkup, Kate Locke
Betty Gibson	Chantalle Crepeele, Kristen Welsh
Crocus Plains	Wendy Gross, Shayne Macgranachan
Earl Oxford	Alicia Dedecker, Rhonda Wlock
George Fitton	Darla Nickel, Bart Brown
Green Acres	Ryan Appel, Ian Carkener, Susan Wright
Harrison	Becky Simard
J. R. Reid	Cori Biech, Kerry Hartman, Brittney Hellyer
King George	Devin Foord, Anastasia Giannopoulos, Sarah March
Kirkcaldy Heights	Jeneane Kirwan, Jana Martens
Linden Lanes	Denise Rennie
Maryland Park	Stephen Beg, Erin McDougald
Meadows	Janelle Jones, Kalia Ziemer
Neelin	Mattie Braden, Robert Cullen
New Era	Cynthia Kelly, Carolyn Skene
O'Kelly	Cathy-Jane Green, Selena Hamilton
Prairie Hope	Tammy Ballingall, Ryan Felstead, Joanna Ford
Riverheights	Justin Chuchmuch, Dale Seafoot
Riverview	Maureen Mcduffe, Glenn Steele, Kristin Verhaeghe
Spring Valley	Kelsey Penner, Karlie Skibo, Jonathan Sloane
St. Augustine	Aaron DeRoo, Bryanne DeRoo, Curtis Halls
Valleyview	Charlene Ayers, Tara Leach, Ben Zubrycki
Vincent Massey	Kevin Grindey, Erin Kowal
Waverly Park	Jen Jordan, Jane Milne

V. PRESENTATIONS

1. **UPDATE REPORT FOR BRANDON SCHOOL DIVISION'S ACCESSIBILITY PLAN**

For InformationS. Gilleshammer

Brandon School Division's Accessibility Plan was formally approved by the Board of Trustees in January of 2017 and is updated on a regular basis. The following is a summary of progress toward the implementation of the five accessibility standards: Customer Service; Employment; Information and Communication; Transportation; and Design of Outdoor Public Spaces.

2025-2026 Accessibility Working Group:

- Susan Gilleshammer, Assistant Superintendent
- Jon Zilkey, Assistant Superintendent and Director of Human Resources
- Terence DeSpiegelaere, Director of Facilities and Transportation
- Andrew Kean, Director of Learning and Business Technology
- Kristine Buchanan, Supervisor of Human Resources
- Teresa Howarth, Supervisor of Transportation
- Sheri Van Damme, Facilities Assistant
- Terri Curtis, Communications Coordinator
- Juanita Szteina, Senior Management Executive Secretary

Accessibility Compliance Audit – Customer Service Standard

In October of 2025, Brandon School Division received a Compliance Notice from the Accessibility Compliance Secretariat advising that a dedicated audit would be conducted regarding Accessible Customer Service policies. The audit was anticipated to begin in early February 2026, with the opportunity to submit documentation in advance for review and feedback.

[Administrative Procedure 5002 – Accessibility Standard for Customer Service](#) was submitted on December 19, 2025, to the Accessibility Compliance Secretariat. Feedback was received, and revisions were completed by January 9, 2026, to ensure legislative compliance. As part of this process, the Accessible Request and Feedback Form (2200 Fb) was separated into two distinct forms: [2200Fb – Accessibility Request Form](#) and [2200Fc – Accessibility Feedback Form](#). [Administrative Procedure 5002](#) was updated to clearly distinguish between the request and feedback processes.

The Division website was revised to outline multiple methods for submitting feedback or requesting accommodation, including online forms, email, telephone, and in-person options. Confirmation of these submission methods was provided to the Secretariat on January 19, 2026. Following a subsequent inquiry on January 21, 2026, additional measures were implemented, including posting Access Offer signage in all BSD facilities, adding a link to the [Accessibility webpage](#) on all school websites, incorporating an accessibility summary into school handbooks, issuing a Division-wide reminder to school

administrators, and scheduling the accessibility summary to be published twice annually as a news reminder.

On February 6, 2026, the Accessibility Compliance Secretariat confirmed that Brandon School Division is in compliance with the Accessible Customer Service Standard.

Please visit [Accessibility in Brandon School Division](#) for more information and view our current [Accessibility Plan](#).

Customer Service and Employment Standards:

The Office of Human Resources continues to provide accessibility awareness training for all employees and volunteers of Brandon School Division. Through this training, staff are required to complete the following:

- read Administrative Procedure 5002 – Accessibility Standard for Customer Service;
- read Administrative Procedure 5003 – Accessibility Standard for Employment;
- watch the video – Accessibility for Manitobans: Everyone Benefits;
- sign and return – Accessibility Standards Acknowledgement Form; and
- update Emergency Contact information to include answering the accessibility accommodation question.

All new employees of the Brandon School Division are required to complete this training as part of the onboarding process.

For further awareness, the Division continues to update and provide information pertinent to accessibility through the Brandon School Division Portal. This includes websites, quick reference documents such as Clear Print Guidelines, as well as any news content related to accessibility is pushed out to staff monthly.

Information and Communication Standard:

The Office of Communications continues to:

- provide information and support in the areas of web applications, print media, signage, and public communication;
- provide information, resources, and materials to the community as a whole and via individual schools in an accessible format upon request;
- ensure access to information will be formatted to meet the needs of students, staff, and community members who require supports for mobility, vision, hearing, and understanding; and
- ensure all brochures and publications have been updated in accordance with Clear Print Guidelines and are available in alternate formats upon request.

The Office of Human Resources continues to provide accessibility awareness training for all employees and volunteers of Brandon School Division, in relation to the Information and Communication Standard. Through this training, staff are required to complete the following:

- read Administrative Procedure 2200 – Accessibility Standard for Information and Communication;
- read Administrative Procedure 2205 – Web Page Guidelines;
- read Administrative Procedure 2210 – Clear Print Guidelines;
- read Administrative Procedure 2215 – Social Media Guidelines for Brandon School Division;
- sign and return – Accessibility Standard for Information and Communication Acknowledgement Form;
- read Administrative Form 2200Fb – Accessibility Request Form; and
- read Administrative Form 2200Fc – Accessibility Feedback Form.

All new employees of the Brandon School Division are required to complete this training as part of the onboarding process.

All new employees of the Brandon School Division (as noted below) are also required to complete a training module for the Accessible Information and Communication Standard, which is available on the Manitoba Accessibility Office Online Learning Portal: [The Accessibility for Manitobans Act Learning Portal \(amalearningmb.ca\)](https://amalearningmb.ca).

The following staff are required to complete this module:

- staff who communicate with the public or with stakeholders on behalf of the Division;
- staff who maintain and post content on school websites;
- staff who purchase or procure information technology; and
- staff who develop and implement policies, practices and procedures related to accessible information and communication.

The Accessible Learning Lending Library continues to expand its collection of assistive technology devices, software, and subscriptions. These resources support students with exceptional needs who benefit from Augmentative and Alternative Communication (AAC) and other assistive technologies tailored to their individual learning and communication needs. Ongoing professional development is provided to teachers and support staff on effective teaching and learning strategies using assistive technology and AAC. In addition, parents were offered and received training and support to help them use AAC tools through Accessible Learning.

The [Accessibility Focus Solution](#) which was previously added (in 2024) to the main BSD website and all School websites continues to provide enhanced Accessibility functionality for all users, including options for improving visibility,

reducing motions and animations to prevent distractions, and utilizing reading assistant tools to enhance comprehension.

Built Environment Standard:

The Brandon School Division Maintenance Department continues to implement improvements to accessibility in all its facilities. An audit of all facilities, with a focus on the standards set by the Accessibility for Manitobans Act, was completed. An action plan, based on the results of the facility audit, notes the improvements that will continue to be addressed on a priority basis.

The priority areas have been identified by using an “outside in” approach. This year we are focusing on two accessible paved parking spaces at Meadows School, a fully accessible washroom at Crocus Plains Regional Secondary School outside of the gym, then adding accessibility features to our high school gym entrances. We will then further assess our accessibility needs within the elementary schools to start adding accessibility features to gym access everywhere else. Costing and design changes for universally accessible washroom upgrades are in progress.

All larger capital projects are submitted to the Department of Central Services for review and consideration for Provincial funding.

Further updates will be provided as the work is completed.

Transportation Standard:

All accessibility requirements and operational standards have been met and maintained as per legislation.

2. 2025/2026 FRAME BUDGET REPORT

For InformationM. Gustafson

Background

The FRAME Report for the 2025/2026 Budget has been released. This FRAME Report provides a comparison for the Manitoba divisions’ budgets that occurred in March of 2025. Brandon School Division had experienced a lower than anticipated funding announcement and a lower than anticipated property portioned assessment. Brandon School Division was also experiencing a large enrolment growth and salary increases. The Division was also preparing for additional salary costs in the following budget year due to harmonization. All of these factors placed negative pressures on the budgeting process. As a result, the Board passed a budget limiting the tax increase to 6.98% but requiring significant staffing reductions.

Analysis

The chart below provides 2024/25 and 2025/26 budget information and the difference between the two years. Additionally, the % increase or decrease is shown to provide a relative comparison. Provincial average provides the average of all Manitoba public divisions. Urban average provides the average of all Winnipeg divisions. The urban average is a useful comparison due to BSD enrollment size.

		2024/25	2025/26	difference	% increase
Special Levy	Brandon	14.1	14.1	0	0.0%
	Provincial Average	12.3	12.4	0.1	0.8%
	Urban Average	12.7	13.1	0.4	3.1%
Assessment per Resident Pupil	Brandon	\$386,442.00	\$403,375.00	\$16,933.00	4.4%
	Provincial Average	\$537,000.00	\$602,110.00	\$65,110.00	12.1%
	Urban Average	\$557,831.00	\$610,642.00	\$52,811.00	9.5%
Expense per pupil	Brandon	\$13,949.00	\$14,140.00	\$191.00	1.4%
	Provincial Average	\$15,645.00	\$16,493.00	\$848.00	5.4%
	Urban Average	\$14,711.00	\$15,644.00	\$933.00	6.3%
Regular Instruction Pupil/Teacher Ratio	Brandon	16.5	16.8	0.3	1.8%
	Provincial Average	16.7	16.4	-0.3	-1.8%
	Urban Average	17.8	17.4	-0.4	-2.2%
Educator Pupil/Teacher Ratio	Brandon	13	13.4	0.4	3.1%
	Provincial Average	13.2	13	-0.2	-1.5%
	Urban Average	13.9	13.7	-0.2	-1.4%
Regular Instruction Expense by %	Brandon	60.9	60.6	-0.3	-0.5%
	Provincial Average	55.1	55.4	0.3	0.5%
	Urban Average	55.8	56.2	0.4	0.7%
Regular Instruction Expense by per pupil amount	Brandon	\$8,552.00	\$8,606.00	\$54.00	0.6%
	Provincial Average	\$8,729.00	\$9,241.00	\$512.00	5.9%
	Urban Average	\$8,307.00	\$8,880.00	\$573.00	6.9%
Student Support Services Expense by %	Brandon	20	20.3	0.3	1.5%
	Provincial Average	19.7	19.4	-0.3	-1.5%
	Urban Average	21.3	21.1	-0.2	-0.9%
Student Support Services Expense by per pupil amount	Brandon	\$2,793.00	\$2,889.00	\$96.00	3.4%
	Provincial Average	\$3,124.00	\$3,233.00	\$109.00	3.5%
	Urban Average	\$3,196.00	\$3,358.00	\$162.00	5.1%

		2024/25	2025/26	difference	% increase
Divisional Administration Expense by %	Brandon	2.6	2.6	0	0.0%
	Provincial Average	3.1	3.1	0	0.0%
	Urban Average	2.9	3	0.1	3.4%
Divisional Administration Expense by per pupil amount	Brandon	\$361.00	\$370.00	\$9.00	2.5%
	Provincial Average	\$492.00	\$524.00	\$32.00	6.5%
	Urban Average	\$435.00	\$474.00	\$39.00	9.0%
Instructional Services Expense by %	Brandon	3.4	3.2	-0.2	-5.9%
	Provincial Average	3.7	3.9	0.2	5.4%
	Urban Average	4	4.1	0.1	2.5%
Instructional Services Expense by per pupil amount	Brandon	\$478.00	\$457.00	-\$21.00	-4.4%
	Provincial Average	\$586.00	\$646.00	\$60.00	10.2%
	Urban Average	\$592.00	\$649.00	\$57.00	9.6%
Operations and Maintenance Expense by %	Brandon	8.8	8.7	-0.1	-1.1%
	Provincial Average	11	11	0	0.0%
	Urban Average	10.4	10.1	-0.3	-2.9%
Operations and Maintenance Expense by per pupil amount	Brandon	\$1,230.00	\$1,240.00	\$10.00	0.8%
	Provincial Average	\$1,747.00	\$1,836.00	\$89.00	5.1%
	Urban Average	\$1,562.00	\$1,618.00	\$56.00	3.6%
Direct Support to Pupils as a % of total expenses	Brandon	84.6	84.5	-0.1	-0.1%
	Provincial Average	79.5	79.5	0	0.0%
	Urban Average	82.3	82.4	0.1	0.1%

Special Levy: BSD mill rate was unchanged between the two years. However, there was a tax increase due to the property tax reassessment. The BSD assessment per pupil increased by 4.4%. However, in comparison to the provincial and urban average, BSD experienced significantly less assessment growth. The implication of this is that a higher reassessment provides additional revenue through the Special Levy without increasing the mill rate. The provincial average mill rate and urban average mill rate both increased (2.75 and 2.16 times greater). When combined with the assessment growth, divisions that increased mill rate generated greater additional revenue through the Special Levy. The ability for BSD to increase the mill rate further was hampered by the already high mill rate. The average mill rates are getting closer to the BSD mill rate but there are still significant differences between BSD and the provincial and urban average.

Expense per pupil: It was anticipated that BSD would not experience as great of an increase in expense per pupil in comparison to the provincial and urban average. This was confirmed in the FRAME Report. While the Division did experience salary and inflationary costs, the Division reduced the impact of these increases through the reduction of positions. BSD started with a lower expense per pupil in comparison to the provincial and urban average and had a lower increase in expense per pupil. This provides a high level confirmation that BSD spent less and increased less in the budget in comparison to the provincial and urban average while experiencing an enrolment growth which increased costs.

Regular Instruction: BSD Pupil Teacher Ratios increased due to the reduction of positions. In comparison, both the provincial and urban average ratios decreased, representing the addition of staff. While BSD had a lower Pupil Teacher Ratio in 2024/25 in comparison to the provincial and urban average, that advantage was diminished in 2025/26 budget to the point where BSD ratio exceeded the provincial average.

Student Support Services: BSD support services expenses increased mostly due to salary increases. However, the provincial and urban averages increased at a greater rate than BSD likely due to additional supports being added.

Instructional Services: BSD instructional services expenses decreased due to the elimination of specialist positions. At the same time, both provincial and urban averages saw significant increases. This is now an emerging area where BSD is significantly lower than the provincial and urban averages.

Divisional Administration and Operations and Maintenance: These two areas continue to have the greatest differences between BSD and the provincial and urban averages, with the difference widening.

Conclusion

The Division experienced less assessment growth than the average assessment growth within the province. This resulted in less ability to raise additional revenue through the Special Levy without raising the mill rate. The ability to raise the mill rate was reduced due to an already high mill rate and the need to plan ahead for salary increases and harmonization. The provincial funding increase was not sufficient in addressing the shortfall and positions needed to be reduced to limit the tax increase to 6.98%. While the average mill rate became slightly closer to BSD, the result of the lower assessment growth and high mill rates resulted in the increasing of the gap between BSD and other divisions in expense per pupil, student support, instructional services, operations and maintenance, and divisional administration. Regular Instruction had been an area of strength for BSD, but after the reductions in

staffing, BSD fell below the provincial average and grew closer to the urban average.

While the 2025/26 FRAME Report confirms the severity of the situation in that budget, the increase in Provincial funding for the last budget was of great assistance in keeping the differences between BSD and the provincial/urban averages from widening. However, it is anticipated that BSD will need multiple years of significant funding increases or a significant increase in new property assessment to get closer to the provincial or urban average while limiting tax increases. It is recommended that the Division continue to use multi-year budgeting processes and continue to advocate for increased funding including equalization. It is also recommended that an analysis of the 2026/27 FRAME Report be conducted once it is released.

3. PUBLIC ENGAGEMENT ON BIENNIAL PRACTICE OF TIME CHANGE

For InformationM. Gustafson

Manitoba is engaging the public in a conversation regarding the practice of changing between Standard Time and Daylight Saving Time. I have noticed that the rationale provided is consistent with studies from the United States. However, the rationale does not appear to reflect the student perspective or the impact on youth and education. It is my hope that the following information may be of some use in the upcoming discussions.

The research and some of the resulting conclusions in the public discourse do not appear to weigh the behavioural, societal, and psychological variables in addition to the biological variables. There also seems to be limited adjustment of some of the studies for Manitoba's northern latitude.

The chart below analyzes the sunrise/sunset times for Brandon and some problematic areas for the three options.

2026 dates	sunrise/sunset Standard/Daylight savings time	sunrise/sunset standard time only	sunrise/sunset daylight savings time only
Jan. 1st	8:37/4:49	8:37/4:49	9:37/5:49
Feb. 28th	7:24/6:20	7:24/6:20	8:24/7:20
March 8th	8:07/7:33	7:07/6:33	8:07/7:33
June 14th	5:30/9:49	4:30/8:49	5:30/9:49
September 1st	6:55/8:23	5:55/7:23	6:55/8:23
October 12th	7:57/6:54	6:57/5:54	7:57/6:54
November 1st	7:29/5:16	7:29/5:16	8:29/6:16
December 21st	8:35/4:40	8:35/4:40	9:35/5:40
Standard time only impacts outdoor extra curriculums which run in the spring and fall (1 hour less after school)			
Standard time only reduces the after school play window for young children			
Daylight savings time only results in students walking to school before sunrise (November 20th - Feb. 9th)			
Daylights savings time only will impact temperature at morning recess likely resulting in more indoor recesses			

The Standard Time Only Model

The Standard Time only model provides the greatest amount of daylight during waking hours for the winter but has a negative impact on the number of daylight hours for youth during their awake time. While the number of daylight hours remains unchanged, the useable daylight hours decrease. Students do not make use of the additional time in the morning as their wake times tend to be later. The one hour earlier sunset reduces the amount of time for youth to engage in outdoor extracurricular or recreational activities during the spring and fall. Youth from lower socio-economic status backgrounds have fewer opportunities for club or for-fee sport activities and therefore rely on after school activities in the spring and fall. The one less hour during the waking hours means that youth have less time to access the playgrounds in the spring and fall in the evening. The Standard Time only model would seem to counter the efforts in increasing the physical activity and outside play time for youth during the time of the year when the temperature is comfortable for them to be outside. Given the correlation on daylight and mental health, it seems likely that the earlier sunset in the summer will have a negative impact on youth. There are also some perceptions and community concerns that earlier sunset times may expose youth to additional antisocial behaviours.

The Daylight Saving Time Only Model

The Daylight Saving time only model provides the greatest amount of daylight during waking hours during the time of year when it is most enjoyable to be outside. It means that during warmer weather, youth can be outside longer in the daylight creating a safer environment than being outside in the

dark. However, it would result in students walking to school in the dark for a quarter of the school year during the winter months. The later daylight times mean that the temperature would rise later in the day, resulting in colder walking experiences during the winter and an increased likelihood of indoor recesses in the morning. Given the correlation between daylight and mental health, it seems likely that the later sunrise in the winter will have a negative impact on youth.

It is acknowledged that neither permanent Standard or Daylight Saving times address all issues. Each have advantages and disadvantages from a biological, psychological, behavioural, and societal perspective. One can make an argument for any of the three models depending on which metric you use. It may be for this reason that the biannual time change has persisted over time. It balances the health and safety perspectives while accommodating the northern hemisphere sunrise/sunset time changes.

B. Business Arising for Board Action

I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE

1. STAFFING ACTIVITY REPORT

For InformationJ. Zilkey

Included in the agenda package for the Board of Trustees is the Staffing Activity Report (Confidential No. 1), a listing of resignations and employment approved by the Superintendent/Chief Executive Officer and Secretary-Treasurer since the last meeting.

Senior Administration respectfully submits this report for your consideration, action, and information.

**Mathew Gustafson
Superintendent/Chief Executive Officer**

Join the Manitoba Education and Early Childhood Learning Student Advisory Council



STUDENT ADVISORY COUNCIL APPLICATION FORM

Manitoba students are the cornerstone of our education system, and their perspectives are crucial in guiding the decisions that impact them. The Student Advisory Council empowers young people to share their voice and experience to help shape the future of our education system.

The council will consist of up to 30 members, who will serve for a one-year term starting in August 2026.

Council members will

- be Manitoba residents
- be in grades 9 to 12 as of September 1, 2026
- represent the diversity of Manitoba students
- have an interest in issues related to education
- have the ability to work with other people and on a team
- engage in respectful, open discussions, and be accepting of differing viewpoints
- be willing and able to serve for a one-year term and attend council meetings

The selection committee will rely only on information provided in this application to make their selections.

Applications are due no later than June 30, 2026, at midnight.

How to Apply

- Step 1:** Complete the PDF application form. You may download and save the form as a PDF to your digital device, and complete it using Adobe Acrobat. Alternatively, you can print it off, complete it by hand, scan it, and save it as a PDF.
- Step 2:** Have your parent/guardian fill in the consent form and save it as a PDF.
- Step 3:** Attach the PDFs of your application form and consent form (if applicable) to an email and send it to cspolicyplanning@gov.mb.ca. Use "Manitoba Education and Early Childhood Learning Student Advisory Council" for your subject line.

Questions?

Please view the FAQs at edu.gov.mb.ca/k12/studentadvisorycouncil/index.html.
You can also contact the Policy & Planning Branch by email at cspolicyplanning@gov.mb.ca.

Board	Manitoba Education and Early Childhood Learning Student Advisory Council
Term	August 2026 - August 2027
Reporting to	Minister of Education and Early Childhood Learning
Department	Education and Early Childhood Learning

PART 1: APPLICANT INFORMATION (REQUIRED)

First Name:

Last Name:

Student Contact Number:

Email:

Address:

City:

Postal Code:

Grade as of September 1, 2025:

Preferred Pronouns:

Name of School:

School Division:

Languages Spoken:

PART 2: SCREENING QUESTIONS (REQUIRED)

For each of the following questions, provide your answer in the space provided using examples from your experience. This can include educational experience, work experience, and/or volunteer experience.

Screening Questions

Please answer the following questions, using specific examples as appropriate.

1. Are you currently a member of your School's Student Council? Yes No
2. Are you currently a member of a school division Student Advisory Committee/Board? Yes No
3. Were you previously a member of the Manitoba Education and Early Childhood Learning Student Advisory Council? Yes No
4. Why do you want to be part of the Student Advisory Council?

5. What issues in education are important to you or your fellow students?

PART 3: EQUITY DECLARATION (VOLUNTARY)

The Manitoba government recognizes the importance of building advisory bodies that are inclusive and reflective of the population it serves. We encourage applicants to voluntarily self-declare if they are from any of the following employment equity groups: women, Indigenous people, visible minorities, and persons with disabilities.

Please check the boxes that apply to you.

Note that you may declare in one or more of the employment equity groups.

Women

Indigenous People

Persons with Disabilities

Visible Minorities

PART 4: APPLICATION DECLARATION (REQUIRED)

I have attached the following:

Parent/Guardian Consent Form (if applicable)

By indicating “yes” in the adjacent box, I certify that the information provided on this application is accurate and complete to the best of my knowledge as of the date indicated below. I understand that falsified or misleading statements and omissions will result in rejection of this application and, if selected, may be cause for removal. Yes

Date:

We thank all who apply and advise that only those selected for further consideration will be contacted.

Join the Manitoba Education and Early Childhood Learning Student Advisory Council



PARENT/GUARDIAN CONSENT INFORMATION

A parental/legal guardian signature authorizing consent for membership on the Student Advisory Council is required for applicants under the age of 18.

The Manitoba government does not assume liability for any injury or damage to students/youth or their property that might occur during their time spent serving on the Student Advisory Council.

Please sign the form below if you consent that your child may apply for the Student Advisory Council.

If you have any questions, please view the FAQs at edu.gov.mb.ca/k12/studentadvisorycouncil/index.html or contact Manitoba Education and Early Childhood Learning by phone at 204-945-7188 or by email at cspolicyplanning@gov.mb.ca.

Parent/Guardian Consent Information

This is to certify that I consent to my child/ward (identified on the application form) to apply for the Manitoba Education and Early Childhood Learning Student Advisory Council.

I confirm the information provided by my child in this application package is accurate, complete, and truthful.

I understand that if my child is selected to participate in the Student Advisory Council, Manitoba government staff will work with my child to create a public profile that will be limited to my child's first name and grade level as of September 1, 2026. This profile will be shared publicly by the Manitoba government through websites and social media accounts to promote and advertise the Student Advisory Council and its activities.

Name of child

Date

Relationship to applicant

Signature of parent/legal guardian

Printed name of parent/legal guardian



BRANDON SCHOOL DIVISION

EDUCATION AND COMMUNITY RELATIONS COMMITTEE MINUTES

Monday, May 11, 2026 – 6:00 p.m.
Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
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

Regrets: C. Ekenna, K. Carr

1. COMMITTEE ITEMS

A. APPROVED RESEARCH REQUEST – SHAUN FUNK, MASTER OF EDUCATION STUDENT, BRANDON UNIVERSITY

Mr. Gustafson spoke to the research request received on April 14, 2026, from Shaun Funk, Master of Education student, Brandon University. The project is titled: Educational Leadership in Complexity: How Embodied Experiences, Relational Histories, and Adaptive Practices Shape Wellness and Outcomes. Ethics approval was provided by the Brandon University Research Ethics Committee.

Research Objectives:

- Explore leaders' lived experiences in complex educational contexts. Examine the role of embodied experience, relational history, and adaptive practice. Understand how leaders support both well-being and outcomes through daily interactions.

Research Question:

- How do educational leaders navigate the tension between supporting staff well-being and achieving educational outcomes in complex environments?

This research does not involve student participation. Staff participation is optional and would involve up to 4 participants (principals, vice principals, superintendent, and/or assistant superintendents) data will be collected through three semi-structured interviews with each participant, following a life history, current experience, and reflection structure. All participants will remain anonymous.

This request was reviewed by the BSD Research Advisory Committee and has been approved by the Superintendent/Chief Executive Officer. Mr. Gustafson answered Trustee questions for clarification.

2. OPERATIONS INFORMATION

A. CORRESPONDENCE:

- Mr. Zilkey spoke to the correspondence received from Janet Tomy, Assistant Deputy Minister, Student Achievement and Inclusion Division, regarding the AI Guiding Principles - Policies and Governance Consideration.
- Mr. Labossiere reviewed the correspondence received from Jeffrey Kehler, Assistant Deputy Minister, System Performance and Accountability, regarding Assignment of Uninhabited Urban Reserves.
- Ms. Gilleshammer spoke to the correspondence received from Jackie Connell, Assistant Deputy Minister, Indigenous Excellence in Education, regarding Community Schools Program.

Respectfully submitted,

J. Murray



BRANDON SCHOOL DIVISION

FINANCE AND FACILITIES COMMITTEE MINUTES

Monday, May 11, 2026 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
C. Ekenna 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

Requets: K. Carr

1. COMMITTEE ITEMS

A. RIVERHEIGHTS – CEILING TILE ABATEMENT

Mr. Labossiere spoke to the memorandum and the two (2) quotes received for the Ceiling Tile Abatement at Riverheights School. Mr. Labossiere answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a Late Motion to the Regular Board Meeting, May 11, 2026:

Recommendation

That the Quote from Restoration Manitoba in the amount of \$196,087.50 (including taxes) for the ceiling tile abatement and installation of new tiles at Riverheights School, funded through the Operating Fund Accumulated Surplus, be accepted.

B. REQUEST FOR PROPOSAL – TENDER FOR CARGO VAN

Mr. Labossiere spoke to the memorandum and the tenders received for a Cargo Van, indicating that three (3) firms had submitted tenders. Mr. Labossiere answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a Motion to the Regular Board Meeting, May 25, 2026:

Recommendation

That the Tender from Murray Chev Cadillac Buick GMC in the amount \$56,000.00 (including taxes) for the supply of One (1) New 2026 Chevrolet Express Cargo Van, funded through the 2026-2027 Operating Budget be accepted.

- C. REQUEST FOR PROPOSAL – TENDER FOR TWO (2) NEW SUVs
Mr. Labossiere spoke to the memorandum and tender summary received for Two (2) New SUVs, indicating that eight (8) firms had submitted tenders. Mr. Labossiere answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a Motion to the Regular Board Meeting, May 25, 2026:

Recommendation

That the Tender from Murray Chev Cadillac Buick GMC in the amount \$80,012.80 (including taxes) for the supply of Two (2) New 2026 Chevrolet Equinox AWD LT, funded through the 2026-2027 Operating Budget be accepted.

- D. TENDER – SUPPLY AND INSTALLATION OF FLOORING
Mr. Labossiere spoke to the memorandum and tenders received for the Supply and Installation of Flooring. He indicated that three (3) firms had attended the site visit and all three (3) firms submitted tenders. Mr. Labossiere answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a Motion to the Regular Board Meeting, May 25, 2026:

Recommendation

That the Tender from Jenkins in the amount of \$103,187.35 (plus applicable taxes) to Supply, Remove and Install Flooring through the 2026-2027 Operating Budget, be accepted.

- E. TENDER – SUPPLY AND INSTALLATION OF DOORS AND WINDOWS
Mr. Labossiere spoke to the memorandum and tenders received for Supply and Installation of Doors and Windows. He indicated that nine (9) firms attended the site visit, and three (3) firms submitted tenders.

The Committee agreed to bring forth the following recommendation as a Motion to the Regular Board Meeting, May 25, 2026:

Recommendation

That the Tender from Horizon Glass Ltd. in the amount of \$85,860.00 (plus applicable taxes) for the Supply and Installation of Doors and Windows funded through the 2026-2027 Operating Budget, be accepted.

- F. TENDER – SUPPLY AND INSTALLATION OF PHOTOCOPIER/MFP EQUIPMENT
Mr. Labossiere spoke to the memorandum and tender summary received for Supply and Installation of Photocopier/MFP Equipment. He indicated that three (3) tenders were received, and he answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendation as a Motion to the Regular Board Meeting, May 25, 2026:

Recommendation

That the tender submitted by Konica Minolta Business Solutions (Canada) Ltd. for the supply and installation of Photocopier/MFP Equipment in the amount of \$623,485.00 (plus applicable taxes), for a five-year lease term covering 66 units, be accepted.

G. TENDER – CONCRETE INSTALLATION AND REPLACEMENT

Mr. Labossiere spoke to the tender received for Concrete Installation and Replacement. Upon review of the tender results, the Committee agreed to retender the concrete projects.

H. INTERNATIONAL TRIPS – STATUS UPDATE OF INSURANCE REFUNDS

Mr. Labossiere provided a status update on the March international trips cancelled by the Board, insurance refunds for Vincent Massey High School and École Secondaire Neelin High School. Mr. Labossiere indicated that Senior Administration has been working with both High Schools and the Division's insurance providers to gather all the required insurance documentation. Mr. Labossiere answered Trustee questions for clarification. The Committee agreed to cover the portion of the student trip costs that were not reimbursed by the insurers. The Committee also agreed that the schools can reimburse students their payments and/or amounts fundraised for the trips.

I. CONFIRM PAYMENTS OF ACCOUNT (APRIL)

The payments of account for the month of April were provided for information and accepted as circulated.

J. REVISED AGREEMENTS: BRANDON SCHOOL DIVISION & ST. AUGUSTINE SCHOOL

The Committee reviewed the revised draft Education and Lease Agreements between the Brandon School Division and St. Augustine School. Senior Administration answered Trustee questions for clarification.

The Committee agreed to bring forth the following recommendations as motions to the Regular Board Meeting, May 25, 2026:

Recommendation:

That the Agreement between the Division, The Brandon Catholic School Board and The Roman Catholic Archbishopial Corporation regarding Education Programming at St. Augustine School be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures thereto.

That the Agreement between the Division and The Brandon Catholic School Board regarding the provision of leased space for St. Augustine School for a term of five (5) years in the amount of \$50,000 annually (plus utilities, property taxes and other applicable taxes) be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures thereto.

2. OPERATIONS INFORMATION

A. CORRESPONDENCE:

- Mr. Labossiere spoke to the letters received from the Education Funding Branch regarding:
 - Crocus Plains Regional Secondary – MUA Replacement – Additional Project Support
 - Maryland Park School – Classroom Addition – Additional Project Support
- Mr. Labossiere spoke to the correspondence received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, regarding additional funding for the 2025-2026 school year. He indicated the Division will be receiving an additional \$353,000 in funding based on eligible enrolment, dispersion and bus route loaded kilometers, and low-income socio-economic indicators. In addition, the Division will also be receiving an additional \$250,000 to help address costs associated with opening a new school in September of 2027.
- Mr. Zilkey reviewed the correspondence received from Jackie Connell, Assistant Deputy Minister, Indigenous Excellence in Education, regarding the Universal School Nutrition Program 2026-2027. He indicated the Division will be receiving \$1,384,000 for the 2026-2027 school year, which is the same amount of funding as the 2025-2026 school year.
- Mr. Labossiere spoke to the correspondence received from Paulette Monita, Executive Director, School Space Planning Branch, regarding Playground Fund Requests 2026-2027. He added that the Division intends on submitting a funding application for a new playground for King George School.

B. FACILITY PROJECT UPDATES

- Mr. Labossiere provided an update on the new school, Brookwood South, including a supplementary Notice of a 2026 Property Tax Bill, for the property. Mr. Labossiere answered Trustee questions for clarification.

Respectfully submitted,

B. Sieklicki



BRANDON SCHOOL DIVISION

PERSONNEL AND POLICY COMMITTEE MINUTES

Monday, May 11, 2026 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
C. Ekenna 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

Regrets: K. Carr

1. COMMITTEE ITEMS

A. PERSONNEL MATTER

Mr. Labossiere reviewed information on a Personnel Matter.

B. PERSONNEL MATTER

Mr. Zilkey provided information on a Personnel Matter.

2. OPERATIONS INFORMATION

A. MSBA – COLLECTIVE BARGAINING UPDATE/SALARY BULLETINS

- Salary Bulletin:
 - School District of Mystery Lake and United Steel Workers, Local 8223-00 (EA's & Clerical) - Ratified Agreement was distributed.
 - School District of Mystery Lake and United Steel Workers, Local 8223-13 (Maintenance, Custodians, Trades) - Ratified Agreement was distributed.
 - Sunrise School Division and CUPE – Local 4456 (Clerical & ICT) - Ratified Agreement was distributed.

Respectfully submitted,

L. McConnell



May 20, 2026

CONSIDERING A RUN FOR SCHOOL TRUSTEE?

Know someone interested in making a difference in their community? The Manitoba School Boards Association is hosting two virtual information sessions for those thinking about running for school trustee.

Share this opportunity with anyone interested in supporting public education in Manitoba and bringing their experience to a local school board.

Choose a session date:

- **May 27 | 6–8 p.m.**
<https://us02web.zoom.us/j/83538086644>
- **June 1 | 6–8 p.m.**
<https://us02web.zoom.us/j/81940632302>

(No registration required)

Learn about:

- Manitoba's education system
- The role of a school trustee
- How to run for election
- Campaign basics
- Live Q&A

NEED GUIDANCE OR SUPPORT?

If you're considering running or are newly elected, you can request a mentor. Complete a [short form](#) to be matched with an experienced trustee who can provide support and guidance throughout your journey.

More details about the 2026 School Trustee Elections are available at elect2026.ca.

Thinking of Running for School Trustee in 2026?

Join us for a virtual webinar to learn more!

WEDNESDAY
MAY 27
6-8 P.M.

OR
MONDAY
JUNE 1
6-8 P.M.

NO REGISTRATION REQUIRED.

Election Day is Wednesday,
October 28, 2026.

learn more:
elect2026.ca

2026
Manitoba School Trustee Elections

ADVANCING INDIGENOUS INCLUSION IN MANITOBA EDUCATION

MSBA Vice-President Leah Klassen recently delivered remarks to the Manitoba Legislative Assembly Standing Committee on Justice during its study of Bill 38, which includes *The Manitoba School Boards Association Amendment Act*.

This landmark legislation would expand MSBA membership to include Indigenous education organizations and other groups committed to K–12 education across Manitoba.

Bill 38 follows nearly a decade of advocacy by MSBA, alongside partners including the Assembly of Manitoba Chiefs, the Manitoba First Nations Education Resource Centre and the Manitoba First Nations School System. It represents a significant step forward for reconciliation, equity and justice, while strengthening the Association’s ability to support students and communities throughout the province.

You can read MSBA's brief written to the Standing Committee on Justice on MSBA's website, and view Vice-President Leah Klassen's full presentation on MSBA's Facebook page.



Leah Klassen,
MSBA Vice-President
(<6000 students)



ADDITIONAL ADVOCACY UPDATES:

Recent correspondence and submissions to the Manitoba Government have also been added to MSBA's advocacy page, including:

- A brief regarding Bill 51, *The Public Sector Artificial Intelligence and Cybersecurity Governance Act*
- A brief on Bill 6, *Recognition of Sign Languages in Manitoba*; and
- A submission on Bill 11, *The Employment Standards Code Amendment Act (Sick Notes for Employee Absences)*

Stay informed and explore these ongoing updates online on the MSBA Advocacy Page.



NOMINATE A YOUTH OR AN EDUCATOR FOR CANADA'S DIGITAL MEDIA LITERACY AWARDS!

MediaSmarts is proud to launch Canada's inaugural Digital Media Literacy Awards, celebrating the people who are shaping a safer, more informed and inclusive media landscape across Canada.

They are looking for a youth (ages 13 to 18) and a K-12



educator who has made outstanding contributions to digital media literacy in Canada.

Do you know a young person who's launched a podcast, led online activism or created media that makes a difference? Or an educator who inspires critical thinking through creative, engaging projects? Nominate them (or self-nominate) today!

Winners will be recognized during Media Literacy Week, taking place October 26–30, 2026, and will have the opportunity to take part in a special event celebrating MediaSmarts' 30th anniversary.

Deadline to apply: June 17, 2026
[Click here to learn more.](#)

MANITOBA GOVERNMENT APPOINTS NEW COMMISSIONER OF TEACHER PROFESSIONAL CONDUCT

The Manitoba government has appointed **Noni Classen** as the new commissioner of teacher professional conduct. With more than 20 years of experience in child protection, Classen previously served at the Canadian Centre for Child Protection, where she led the development of national education programs. She also worked as a resource teacher in the Louis Riel School Division.



Noni Classen is Manitoba's new Commissioner of Teacher Professional Conduct.

In her new role, beginning May 18, Classen will oversee teacher conduct processes, helping ensure safe, respectful learning environments and maintaining high professional standards across Manitoba schools.

JUNE IS NATIONAL INDIGENOUS HISTORY MONTH!

June marks **National Indigenous History Month in Canada**, a time to recognize and celebrate the rich cultures, traditions and contributions of First Nations, Inuit and Métis Peoples. It is an opportunity to learn, reflect and honour the stories, achievements and resilience of Indigenous communities, whose presence has shaped this land since time immemorial.

A key highlight is **National Indigenous Peoples Day on June 21**, held on the summer solstice. Communities across the country host events that showcase Indigenous heritage, history and achievements. Watch for local events and updates on the Government of Canada website to get involved.



SUMMER RISKS

Summer's almost here, and while the warmer days are welcome, their sometimes-companions—severe weather and increased school vandalism—are not. Check out the risk management best practices bulletin on tornadoes for advice on preparing for and keeping safe during summer storms.

Our school vandalism prevention program is also back again this summer. Residents **living near schools in the Winnipeg area** are encouraged to keep an eye open for suspicious activity, including graffiti, arson, on-site drug or alcohol use, and signs of break-in.

In **JULY AND AUGUST**, incidents can be reported to a dedicated tip line in Winnipeg at **204-231-4556**.

The Corps of Commissionaires security company will respond to calls, and a mobile security unit will visit the scene as quickly as possible.



**SCHOOL
VANDALISM**

To report suspicious activity on school grounds between 10 p.m. and 7 a.m. or to report an act of school vandalism in Winnipeg call:

204-231-4556

It's a community problem requiring a community solution

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