

The One Thousand, Two Hundred and Seventh Regular Meeting of the **Lakeshore School Division Board** held on **Tuesday, December 9, 2025 at the Lakeshore Division Office**

Members Present: In Person: Donny Thorkelson – Chairperson; Teresa Johnson – Vice Chair; Shaun Lindal Online: Tetiana Vasylieva; Kelly Webb (6:10 pm)

Members Absent with Regret: Allison Moman

Administrative Staff Present: Darlene Willetts, Superintendent/CEO; Arlene Brandson Darknell, Secretary-Treasurer; Matthew Bayduza, Director of HR

Administrative Staff Absent with Regret:

1. Chairperson Donny Thorkelson called the meeting to order at 6:00 p.m.
2. Adoption of the Agenda

M25.12.66 M/S T. Johnson, S. Lindal that the agenda be adopted as presented.

Special Meetings:

- D. Thorkelson reported on the MSBA PD that occurred on November 24, 2025
- T. Johnson reported on the Fieldstone Ventures Annual General Meeting that occurred on December 8, 2025

Carried

3. Adoption of the Minutes of the last Board Meeting

M25.12.67 M/S S. Lindal, T. Johnson that the minutes of the 1206th Regular Meeting held on Tuesday, November 18, 2025, be adopted as presented.

Carried

4. Monitoring Reports

M25.12.68 M/S T. Johnson, S. Lindal that the Attendance Monitoring Report be adopted as presented.

Carried

M25.12.69 M/S T. Johnson, S. Lindal that the Operations and Infrastructure Monitoring Report be adopted as presented.

Carried

A preliminary Quarterly Financial Monitoring Report for July 2025 – November 2025 was presented.

5. Division Reports

5.1 Department Reports

.01 Superintendents' Report

- Safety In Schools Press Conference update. Divisions will need to review the emergency response plans.
- Bill 16 update of the School Boards Elections Act. The board will need to review Ward Boundaries.

.02 Human Resources

- Resignation – Brooke Brandson, Bus Driver, Eriksdale, Effective November 18, 2025
- Hiring – Brooke Brandson, Spare Bus Driver, Effective November 19, 2025
- Retirement – Alana Morin, Educational Assistant, Inwood School, Effective December 18, 2025
- Hiring – Laura Kjear, Part Time Nutrition Educational Assistant, Eriksdale School, 1.0 hrs/day, Effective November 24, 2025

5.2 Information requested by the Board

0.1 Alternative Programming Update

0.2 Fisher Branch Collegiate letter from November 18, 2025

- extra curricular request will be reviewed with the budget.

5.3 Decision Information – Required Approvals

.01 Secretary-Treasurer – Accounts Payable

M25.12.70 M/S T. Johnson, S.Lindal that the following accounts payable cheques/direct debits and payroll vouchers be approved for payment;

- Payroll Vouchers, dated November 26, 2025, \$388,360.73
- Employee EFTs, dated December 8, 2025, \$23,161.72
- Cheques 33592-33620, dated November 24, 2025, \$163,024.73
- Cheques 33621-33632, dated December 1, 2025, \$17,774.37
- Cheques 33633-33663, dated December 8, 2025, \$216,607.05
- OLC #0739, Receiver General, dated November 19, 2025, \$148,016.55
- OLC #0740, Wholesale Club #6703 / Loblaws Inc, dated November 19, 2025, \$974.34
- OLC #0741, Bell MTS, dated November 20, 2025, \$1,784.62
- OLC #0742, Manitoba Hydro, dated November 20, 2025, \$29,835.63
- OLC #0743, Fundscrip, dated November 26, 2025, \$12,210.00
- OLC #0744, Manitoba Blue Cross, dated December 1, 2025, \$38,035.20
- OLC #0745, CIBC VISA, dated December 2, 2025, \$14,609.04
- OLC #0746, Receiver General, dated December 3, 2025, \$130,485.72
- OLC #0747, Wholesale Club #6703 / Loblaws Inc, dated December 3, 2025, \$1,385.06

Carried

.02 Overnight Trip Requests

M25.12.71 M/S S. Lindal, K. Webb that the Board approve the request from Samantha Janower, Teacher at Fisher Branch Collegiate, to take the Varsity Fisher Branch girls basketball team to an overnight tournament in Powerview-Pine Falls, MB, on December 12th and 13th, 2025; provided all regulations, procedures and guidelines are followed.

Carried

6. Ownership Linkage

- 6.1 Visitors and Delegations
- 6.2 Ownership Linkage Plan

7. Policy Development/Review

The following regulations and procedures were reviewed

- GP 1. Global Governance Commitment
- GP 1.1 Governing Style
- GP 1.2 Board Job Description
- 1.B Expulsions/Suspensions
- 3.B Student Discipline

8. Governance

- MSBA 2025 Fall Regional Meeting Minutes
- MSBA E- Bulletin Nov. 19, 2025
- MSBA E-Bulletin Dec. 3, 2025

M25.12.72 M/S S. Lindal, T. Vasylieva that the Board move into Committee of the Whole in Camera at 7:01 p.m.

Carried

9. In Camera

- 9.1 Staffing Update
- 9.2 Student Suspensions
- 9.3 Employee Requests

10. A. Brandson Darknell and M. Bayduza left the meeting at 7:22 p.m. and returned at 7:25 p.m.

11. The Board rose and reported at 7:25 p.m.

M25.12.73 M/S T. Johnson, S. Lindal that the Board approve leave of absence without pay from December 18, 2025 to June 18, 2027, as per request from employee no.104759

Carried

M25.12.74 M/S S. Lindal, T. Johnson that the Board approve leave of absence without pay from December 2, 2025 to January 4, 2026, as per request from employee no.102476.

Carried

M25.12.75 M/S T. Vasylieva, K. Webb that the Board approve leave of absence without pay from December 20, 2025 to September 2, 2027 as per request from employee no.104832.

Carried

M25.12.76 M/S T. Johnson, K. Webb that the Board approve leave from January 12, 2026 to February 2, 2026, as per request from employee no.102208.

Carried

M25.12.77 M/S T. Johnson, S. Lindal that the Board approve the request from employee no.104933 to be released from their employment contract, effective December 31st, 2025.

Carried

M25.12.78 M/S T. Vasylieva, K. Webb that the Board approve two additional days off for Division Office Staff during Christmas break, per employment benefits policy.

Carried

12. Adjournment: T. Johnson at 7:39 p.m.

Donny Thorkelson, Board Chair

Arlene Brandson Darknell, Secretary-Treasurer