



**Special Board of Trustees' Board Meeting**

Date: Monday, June 5, 2023

Time: 6:00 p.m.  
*\* Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.*

Location: 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees: **Board of Trustees:**  
Linda Cuff, Kathy Doherty-Masters (Vice-chair), Sally Fuentes, David Guerin, Renee Kraft, Marisa Phillips, Robert Sikora, Tracey Weiler (Chair)

**Student Representatives:**  
Chloe Armstrong, Anika Fejerpataky

**Senior Administration:**  
Tyrone Dowling, Gerald Foran, Shesh Maharaj, Paul Mendonca, Judy Merkel, Kerry Pomfret, Jennifer Ritsma, Annalisa Varano

**Special Resource:**

**Recording Secretary:**  
Alice Figueiredo

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Chair		
1.1 Opening Prayer/Memorials	Pastoral Committee Trustee		
1.2 Territorial Acknowledgement I (we) would like to begin by acknowledging that the land on which we gather today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Neutral People. I (we) also acknowledge the enduring presence and deep traditional knowledge, laws and philosophies of the Indigenous People with whom we share this land today.	Chair		
1.3 Approval of Agenda	Board of Trustees		Approval
1.4 Declaration of Pecuniary Interest	Individual Trustees		
1.4.1 From the current meeting			
1.4.2 From a previous public or in-camera meeting			
1.5 Items for Action:			
<b>2. Consent Agenda: Director of Education (e.g., day –to –day operational matters from the Ministry of Education that the Board is required to do)</b>			
<b>3. Consent Agenda: Board (Minutes of meetings, staff report)</b>			

ITEM	Who	Agenda Section	Method & Outcome
<b>4. Delegations/Presentation</b>			
<b>5. Advice from the CEO</b>			
5.1 Proposed 2023-24 School Year Budget <a href="https://www.wcdsb.ca/wp-content/uploads/sites/36/2023/05/2023-2024-Budget-Report.pdf">https://www.wcdsb.ca/wp-content/uploads/sites/36/2023/05/2023-2024-Budget-Report.pdf</a>	S. Maharaj	Link pp 4-6	Information
<b>6. Ownership Linkage (Communication with the External Environment)</b>			
<b>7. Reports from Board Committees/Task Forces</b>			
<b>8. Board Education (at the request of the Board)</b>			
<b>9. Policy Discussion</b>			
<b>10. Assurance of Successful Board Performance</b>			
<b>11. Assurance of Successful Director of Education Performance</b>			
<b>12. Potential Agenda Items/Trustee Inquiry Report (CEO)</b>			
<b>13. Announcements</b>			
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13.2 Pending Items: 13.3 Pending Items for OCSTA Consideration	<u>Committee/Task Force</u>	<u>Due Date</u>	<u>Action Taken</u>
<b>14. Items for the Next Meeting Agenda</b>	Trustees		
<b>15. Confirm Decision Made Tonight</b>	Director of Education		
15.1 Confirm Decision Made Tonight	Recording Secretary Chair	-- --	Information Decision
<b>16. Closing Prayer</b>			
<b>17. Motion to Adjourn</b>	Board of Trustees	Motion	Approval

***CLOSING PRAYER***

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities.

We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010



**Date:** June 5, 2023  
**To:** Board of Trustees  
**From:** Director of Education  
**Subject:** Proposed 2023-24 School Year Budget

**Type of Report:**

- Decision-Making
- Monitoring
- Incidental Information concerning day-to-day operations

**Type of Information:**

- Information for Board of Trustees Decision-Making
- Monitoring Information of Board Policy
- Information only of day-to-day operational matters delegated to the CEO

**Origin: (cite Education Act and/or Board Policy or other legislation)**

Trustees are required to approve a budget based on estimates of enrolment, revenues, and expenses on an annual basis. Management is proposing a balanced budget, the details of which are outlined in the Budget Book and presentation materials.

**Policy Statement and/or Education Act/other Legislation citation:**

Reference / Date	Ministry Memo ID	Title and Link
IV 007		<a href="#">"Financial Planning/Budgeting"</a>
Education Act		<a href="#">232 "Estimates"</a>
April 17, 2023	B03	<a href="#">Better Outcomes for Students</a>
April 17, 2023	B04	<a href="#">2023-24 Grants for Student Needs Funding</a>
April 17, 2023	B05	<a href="#">2023-24 Priorities and Partnerships Funding (PPF)</a> <a href="#">Appendix A - 2023-24 Priorities and Partnerships Funding Allocations</a>
April 17, 2023	B06	<a href="#">Student Transportation Grant - Grants for Student Needs 2023-24</a>
April 17, 2023	B07	<a href="#">Capital Funding for the 2023-24 School Year</a>
April 17, 2023	SB04	<a href="#">2023-24 Estimates (District School Boards)</a>



## Alignment to the MYSP:

### **Awaken to Belong**

- Every student can see themselves reflected in their learning.
- Staff experiences a positive, healthy, and inclusive workplace.
- Are aware of and/or use the available resources to assist in navigation of the school system.

### **Ignite to Believe**

- Every student experiences the Ontario Catholic School Graduate Expectations (OCSGEs) and the WCDSB pastoral plan within their learning environments.
- Staff are welcomed and invited to continue to be a partner in their adult faith formation journey.
- The relationship between home, parish and school is strengthened.

### **Strengthen to Become**

- Every student reaches their full potential.
- Staff see their impact on student achievement.
- Families are engaged as active partners in our students' Catholic education journey.

## Primary Resources:

2023-24 Budget Presentation  
2023-24 Budget Report

Both can be found at <https://www.wcdsb.ca/financial-information/>

## Background/Comments:

Trustees are required by legislation to approve a school year budget on an annual basis, based on estimates of enrolment, revenue, and expenses.

This year, a balanced budget for the 2023-24 school year must be submitted to the Ministry of Education by June 30, 2023.

The budget proposed by management is balanced and does not rely on the use of reserves that have not been previously approved or required by legislation.

It meets all legislative requirements, government directives, and honours existing contracts and agreements.

Trustees have outlined their requirements for the annual school year budget in Board Policy IV007 "Financial Planning/Budgeting". A policy monitoring report will be provided to Trustees on June 12, 2023, which demonstrates how the proposed budget meets policy requirements. The budget is approved when Trustees agree that compliance with Board Policy IV007 has been achieved.

Management will respond to Trustee questions on the proposed budget between June 5<sup>th</sup> and June 12<sup>th</sup>.



**Recommendation:**

This report is provided as information only.

**Prepared/Reviewed By:** Tyrone Dowling  
Director of Education

Shesh Maharaj  
Executive Superintendent of Corporate Services, Treasurer + CFO

\*Bylaw 4.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”

