



Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, December 9, 2024, at 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener.

Trustees Present:

Linda Cuff (Vice-Chair), Kathy Doherty-Masters, Winston Francis, David Guerin, Renée Kraft, Marisa Phillips*, Robert Sikora (Chair), Conrad Stanley, Tracey Weiler

*-arrived at 6:03 p.m.

Student Trustees Present:

Allison-Hannah Berwick, Matteo Leone

Administrative Officials Present:

Tyrone Dowling, Gerald Foran, Shesh Maharaj, Paul Mendonça, Judy Merkel, Kerry Pomfret, Jennifer Ritsma, Annalisa Varano

Special Resources For The Meeting:

Regrets:

Recorder:

Stephanie Medeiros, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 4.7, when a decision is reached by consensus, the minutes of the Meeting shall indicate a decision by consensus with the notation in the minutes that consensus means the decision was supported by all Trustees present and eligible to vote on a matter. Under Board by-law 4.11 Whenever a vote is required, every Trustee present when a vote is taken, including the Chair but excluding any Trustee who has declared a direct or indirect pecuniary interest as required by the Municipal Conflict of Interest Act, shall vote on all questions on which the Trustee is entitled to vote and abstentions are not permitted.

1. Call to Order:

The Chair of the Board called the meeting to order at 6:02 p.m.

1.1 Opening Prayer & Memorials

Vice-Chair Cuff led prayer.

1.2 Territorial Acknowledgment

Territorial Acknowledgement declared by Chair Sikora.

1.3 Approval of Agenda

Chair Sikora motioned for approval of the agenda with the following amendments:

- Add motion to 1.5, items for action arising from the Double In Camera meeting of November 25, 2024, regarding Trustee matters for approval.
- Change the 'Who' in item 5.3 from Paul Mendonça to Lynn Garrioch, Senior Manager of Equity Services.
- Add item 15.2 motion for Trustees move into a Triple In Camera meeting.

**2024-126-- It was moved by Trustee Phillips and seconded by Trustee Francis:
THAT the agenda for Monday, December 9, 2024, be now approved, as amended.
--- Carried by consensus**

1.4 Declaration of Pecuniary Interest

1.4.1 From the current meeting – NIL

1.4.2 From a previous public or in-camera meeting – NIL

1.5 Items for Action –

Items for Action arising from the Double In Camera meeting of Monday, November 25, 2024 regarding Trustee matters. Chair Sikora requested a mover and seconder to approve the items for action of the Double In Camera meeting.

2024-127-- It was moved by Trustee Phillips and seconded by Trustee Cuff:

THAT the items for action arising from the Double In Camera meeting of Monday, November 25, 2024, regarding Trustee matters, be now approved.

--- Carried by consensus

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)

3. Consent Agenda: Board of Trustees (Minutes of meetings)

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Inaugural Meeting of the Board of Trustees – Nov 18, 2024

3.1.2 Board of Trustees Minutes – Nov 25, 2024

3.2 Director's Report

Chair Sikora motioned for approval of the consent agenda.

2024-128-- It was moved by Trustee Stanley and seconded by Trustee Cuff:

THAT the Consent Agenda: Board of Trustees and the recommendations contained therein be now approved.

--- Carried by consensus

4. Delegations

5. Advice from the CEO

5.1 Annual Report of Surpluses

Superintendent Maharaj introduced Laura Issac Senior Manager of Finance to present the Annual Report on Surpluses. The presentation reviewed the allocations of specific reserves for operational and capital requirements.

2024-129-- It was moved by Trustee Cuff and seconded by Trustee Weiler:

1. That the CEO be given permission to use up to \$93,905 from the Student Support Fund surplus to offset related costs.

2. That the CEO be given permission to use up to \$250,000 from the Early Learning Resources surplus to offset related costs.

--- Carried by consensus

5.2 Revised Estimates Report

Senior Manager of Finance, Laura Issac, presented the Revised Estimates Report. The presentation highlighted modifications to the approved budget from June 2023, reflecting adjustments due to changes in enrollment, funding, and updated operational needs.

5.3 Equity Action Plan Update

Lynn Garrioch, Senior Manager of Equity Services presented the Equity Action Plan Update. The presentation highlighted the principles of the Catholic Social Teachings and how they provide the foundation for our equity work. It also addressed the expectations set by the Ministry and the ongoing efforts of the board. It was noted that equity training and support will continue to be provided by the board. Ms. Garrioch emphasized the importance of representation in the curriculum for student success and the promotion of student voice. Additionally, the development and progress of affinity groups aimed at enhancing school and communities were reviewed, along with the partnership between WCDSB and WRPS to address hate in the Region of Waterloo.

Trustee Berwick spoke about the positive impact of affinity groups and touched on personal experience. Trustees asked clarifying questions.

5.4 CEO's Annual Report

Director Dowling provided a brief overview of the CEO's Annual Report for 2024, which assesses the progress made on the goals and objectives outlined in the Multi-Year Strategic Plan and invited questions from the Trustees.

**2024-130-- It was moved by Trustee Guerin and seconded by Trustee Doherty-Masters:
That the Board accept this report indicating compliance with our obligations under Section 283(3) of The Education Act.**

--- Carried by consensus

5.5 MYSP Report 2022-2025

Director Dowling presented the Multi-Year Strategic Plan Report for 2022-2025, focusing on the overall objective of establishing a cohesive connection between all plans. The presentation included an examination of the MYSP indicator dashboard and its collection cycles, as well as stakeholder consultations related to the MYSP. Additionally, the data and context pertaining to each indicator were analyzed as well as their connection to each pillar.

**2024-131-- It was moved by Trustee Weiler and seconded by Trustee Doherty-Masters:
That the Board approve the Multi-Year Strategic Plan Update for the 2024-2025 school year, as presented in this report.**

--- Carried by consensus

6. Board Education (at the request of the Board)

7. Reports From Board Committees/Task Forces

7.1 Student Trustee Update

Student Trustees Berwick and Leone presented the Student Trustee report and provided an update on events and activities happening in the secondary school community along with Student Trustee Role update for the month of December.

Chair Sikora recognized Student Trustee Berwick as a winner of the Young Authors contest organized by OECTA.

8. Board Education (at the request of the Board)

8.1 Chair Sikora noted OCSTA Communications

Chair Sikora noted review of OCSTA communications.

8.2 Chair's Report

Chair Sikora delivered the Chair's report for December, highlighting the events in which Trustees engaged in across the Region.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy Review

10.1.1 Board Policy I 001 Ends. Is there a need to review the Policy?

Trustees confirmed review of Board Policy I 001 Ends and confirmed compliance. The policy does not require review at the Governance Committee.

Chair Sikora called for a mover and seconder to affirm compliance.

**2024-132-- It was moved by Trustee Cuff and seconded by Trustee Guerin:
THAT the Board of Trustees reviewed Board Policy I 001 Ends and find that the Board is in compliance.**

--- Carried by consensus

10.1.2 Board Policy II 005 Consultation. Is there a need to review the Policy?

Trustee Weiler confirmed review of Board Policy II 005 Consultation and confirmed compliance. The policy does not require review at the Governance Committee.

Chair Sikora called for a mover and seconder to affirm compliance.

**2024-133-- It was moved by Trustee Weiler and seconded by Trustee Cuff:
THAT the Board of Trustees reviewed Board Policy II 005 Consultation and find that the Board is in compliance.
--- Carried by consensus**

11 Assurance of Successful Director of Education Performance

12 Potential Agenda Items

13 Announcements

13.1 Upcoming Meetings/Events

Chair Sikora reviewed upcoming meetings and events.

13.2 Pending Items: N/A

13.3 Pending Items for OCSTA Consideration: N/A

14 Items for the Next Meeting Agenda

14.1 Chair Sikora reviewed upcoming agenda items.

15 Adjournment – Confirm decisions made tonight.

15.1 The Recording Secretary confirmed decisions made tonight.

15.2 Trustees moved into a Triple In Camera meeting at 7:46 p.m.


**2024-134-- It was moved by Trustee Stanley and seconded by Trustee Cuff:
THAT the Board of Trustees move into a Triple In Camera meeting.
--- Carried by consensus**

16 Closing Prayer

16.1 Closing prayer.

17 Motion to Adjourn

**2024-135-- It was moved by Trustee Stanley and seconded by Trustee Weiler:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 10:11 p.m.**



Chair of the Board



Secretary