



## **Board of Trustees' Board Meeting**

A public meeting of the Board of Trustees was held on Monday, May 26, 2025, at 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener.

**Trustees Present:**

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

\*-arrived at 6:05 p.m.

**Student Trustees Present:**

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:** Allison-Hannah Berwick

**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. and welcomed our incoming Student Trustees Girolametto and Krysko for the 2025-2026 school year to observe at the board table today.

#### **1.1 Opening Prayer & Memorials**

Vice-Chair Weiler led prayer.

#### **1.2 Territorial Acknowledgment**

Territorial Acknowledgement declared by Chair Kraft.

#### **1.3 Approval of Agenda**

Chair Kraft motioned for approval of the agenda.

**2025-96-- It was moved by Trustee Weiler and seconded by Trustee Sikora:**

**THAT the agenda for Monday, May 26, 2025, be now approved.**

**--- Carried by consensus**

#### **1.4 Declaration of Pecuniary Interest**

1.4.1 From the current meeting – Trustee Phillips declared a conflict of interest for the Southeast Galt Boundary Review due to her family residing in the boundary.

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

## **1.5 Items for Action**

Items for action arising from the Triple In Camera meeting of Monday, April 28, 2025, regarding HRS matters, the Double In Camera meeting of Monday, May 12, 2025, regarding Trustee matters and the In Camera meeting of Monday, May 12, 2025, regarding infrastructure matters.

Chair Kraft requested a mover and seconder to approve the items for action from the Triple, Double In Camera meetings and In Camera meetings.

**2025-97-- It was moved by Trustee Sikora and seconded by Trustee Weiler:**

**THAT the items for action arising from the Triple In Camera meeting of Monday, April 28, 2025, regarding HRS matters, the Double In Camera meeting of Monday, May 12, 2025, regarding Trustee matters, and the In Camera meeting of Monday, May 12, 2025, regarding infrastructure 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 Board of Trustees Minutes – Apr 28, 2025

3.2 CPIC Minutes – March 26, 2025

3.3 Director's Report

3.4 Long Term Accommodation Plan Approval

3.5 2025-2026 Board Meeting dates

Chair Kraft requested a mover and seconder for approval of the consent agenda.

**2025-98-- It was moved by Trustee Stanley and seconded by Trustee Sikora:**

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

**--- Carried by consensus**

## **4. Delegations**

Delegation Presentation – Chair Kraft invited Jim Moss to the podium to give a presentation regarding the Children and Youth Planning Table. Trustees asked clarifying questions.

## **5. Advice from the CEO**

### **5.1 Southeast Galt Boundary Review Report**

Jennifer Passy, Manager of Planning, to present the final recommendations of the Southeast Galt Boundary review report. The Staff Committee's recommended scenario, Option 3, per the previous meeting. Trustees asked clarifying questions.

**2025-99-- It was moved by Trustee Weiler and seconded by Trustee Stanley:**

**That the Board of Trustees approve items 1 through 8 of the recommendations of the Southeast Galt Boundary Review.**

**--- Carried by consensus**

**That the Board of Trustees approve the following:**

- 1. That the boundary of Holy Spirit Catholic Elementary School (CES), St. Anne (C) CES and St. Vincent de Paul CES be modified, and the boundary of the new Southeast Galt Catholic school be established in accordance with Option 3, effective September 1, 2026, or at such time as the new Southeast Galt Catholic school opens.**
- 2. That effective September 1, 2025, Holy Spirit CES and St. Anne (C) CES become capped to new Out of Boundary students, and St. Vincent de Paul CES remain capped in accordance with APA003 – Admission of Out of Boundary Students. Students who have registered for the 2025/26 school year who have received Out of Boundary permission to attend a review area school prior to August 31, 2025, will be permitted to attend that school despite the September 1, 2025, cap.**

3. That Out of Boundary students enrolled and attending Holy Spirit CES, St. Anne (C) CES and St. Vincent de Paul CES as of September 1, 2025, be allowed to remain in their current school until they graduate Grade 8, unless they are part of the new Southeast Galt Catholic school boundary.
4. That transportation will not be provided to said Out of Boundary students enrolled and attending Holy Spirit CES, St. Anne (C) CES and St. Vincent de Paul CES who are granted permission to remain in their current schools until they graduate Grade 8.
5. That all Grade 7 students enrolled and attending Holy Spirit CES, St. Anne (C) CES and St. Vincent de Paul CES in the 2025/2026 school year, or the school year prior to the new Southeast Galt Catholic School opening, be granted Legacy Exception permission to finish Grade 8 at their current school. And further, said Grade 7 students also be allowed to attend the new Southeast Galt Catholic school in 2026/2027 for Grade 8.
6. That all Grade 7 students enrolled and attending Holy Spirit CES, St. Anne (C) CES and St. Vincent de Paul CES in the 2025/2026 school year, or the school year prior to the new Southeast Galt Catholic School opening, who opt to remain at their current school in 2026/2027 in accordance with Recommendation 5, be provided with transportation, if they qualify in accordance with board procedure APO012 – Transportation.
7. That prior to the opening of the new Southeast Galt Catholic school, extraordinary Out of Boundary admissions to Holy Spirit CES, St. Anne (C) CES and St. Vincent de Paul CES be considered by a special senior management level committee. The decision of the special senior management level committee is final and non-appealable. The special senior management level committee will only consider appeals where the Administrator of the student's current school and the Administrator of the student's future school agree on the following:
  - a) A student's mental, physical, or academic well-being would likely be compromised if they were moved.
  - b) Upon the professional consideration of school and board staff, there is a determination that a student's unique personal and educational needs are better served at the current school.
  - c) There are unique health and safety considerations pertaining to the student, that are better served at the current school, and which are verified by school and board staff.
8. That a Transition Planning Committee be formed to support all students and staff who will be moving to the new Southeast Galt Catholic school as a result of the Southeast Galt Boundary Review.

--- Carried by consensus

Trustee Phillips abstained from voting due to potential pecuniary interest.

## 5.2 Energy Conservation Plan

Superintendent Maharaj introduced Zeb Foss, Manager of Energy Conservation and Sustainability, to present the Energy Conservation Plan. The report included a summary of the sustainability initiatives undertaken during the past year as well as gains made in managing energy consumption in our schools and a continued effort to reduce greenhouse gas emissions. Trustees asked clarifying questions and made suggestions.

## 5.3 Innovation

Superintendent Merkel introduced Katrina Gouett and Whitney McKinley Student Achievement Consultants for Learning Innovation to present the Innovation report. This report highlighted the findings from the 2024 MDI Student Responses, the alignment of transferable skills, and the OCSGEs. The presentation emphasized how innovation is enhancing the educational experience for both students and staff by fostering deep learning skills, forming committees, utilizing generative AI, and implementing various programs and professional development. Trustees asked clarifying questions.

## 5.4 IT Board Report

Superintendent Maharaj introduced Chris Demers, Chief Information Officer, to deliver the IT Board Report. The presentation outlined the IT governance structure and committee, along with key performance indicators for the IT department. It provided an overview of the status of various IT projects and tasks, as well as insights into the IT Service Desk, including statistics categorized by site. Additionally, the report covered various staff training resources, the infrastructure plan, updates on digital tools, enhancements to the Aspen portal, and upgrades to Laserfiche. Trustees asked clarifying questions.

## **5.5 Well Being Update – Safe Schools**

Superintendent Merkel introduced Carla Santomero, Safe Schools Administrator, Kelly Roberts, Research Coordinator, Andrea Snyder, Mental Health Lead and Erin Schreiter, Lead Social Worker to present the Well Being Update – Safe Schools. The presentation focused on MYSP Indicator #1, which was divided into seven sections, each accompanied by relevant data from previous years. These sections addressed increasing student wellbeing and assets for students through MDI measures, increase positive school climate related to bullying, creating process for anonymous report of safe-school incidents, responding to behaviours resulting in a suspension, monitoring online behaviour through student aware. Additionally, the update highlighted proactive Tier 1 responses to issues like human trafficking, cannabis use, and vaping, as well as support for students attending alternative programming at St. Don Bosco, including success stories from those students. Trustees asked clarifying questions and provided comments.

**2025-100-- It was moved by Trustee Sikora and seconded by Trustee Weiler:  
That the meeting be extended past 9:00 p.m.  
---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 Trustee 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 May. Student Trustee Leone emphasized the importance of enhancing student representation through delegations at the board table by proposing a more accessible method for students to voice their opinions during board meetings. Additionally, recommending revising the current voting process for the Student Trustee positions to allow all students board wide to participate in the election, rather than relying solely on the Student Senate, which does not fully reflect the perspectives of the entire student body. Trustees provided comments and feedback.

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

**8.1** Chair Kraft noted OCSTA Communications highlighting a reminder for the mandatory OCSTA training sessions.

#### **8.2 Chair's Report**

Chair Kraft delivered the Chair's report for May, 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 II 011 Student Representation on the Board. Is there a need to review the Policy?**

Trustee Phillips confirmed the review of Board Policy II 011 Student Representation on the Board and confirmed compliance.

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

**2025-101-- It was moved by Trustee Phillips and seconded by Trustee Weiler:**

**THAT the Board of Trustees reviewed Board Policy II 011 Student Representation on the Board and find that the Board is in compliance.**

**--- Carried by consensus**

##### **10.2 Board Policy II 012 Student Trustee Role Description. Is there a need to review the Policy?**

Trustee Cuff confirmed review of Board Policy II 012 Student Trustee Role Description and confirmed compliance.

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

**2025-102-- It was moved by Trustee Cuff and seconded by Trustee Weiler:**

**THAT the Board of Trustees reviewed Board Policy II 012 Student Trustee Role Description and find that the Board is in compliance.**

**--- Carried by consensus**

**10.3 Board Policy III 001 Global Governance-Management Connection. Is there a need to review the Policy?**

Chair Kraft confirmed review of Board Policy III 001 Global Governance-Management Connection and confirmed compliance.

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

**2025-103-- It was moved by Trustee Doherty-Masters and seconded by Trustee Weiler:  
THAT the Board of Trustees reviewed Board Policy III 001 Global Governance-Management Connection and find that the Board is in compliance.  
--- Carried by consensus**

**11. Assurance of Successful Director of Education Performance**

**11.1.1 Monitoring Report IV 009 – Asset Protection**

Superintendent Maharaj presented on Board Policy IV 009 – Asset Protection and confirmed compliance. Chair Kraft opened the floor to discussion.

Chair Kraft called for a mover and seconder of the recommendation.

**2025-104-- It was moved by Trustee Weiler and seconded by Trustee Guerin:  
That the Board of Trustees accept this report as indicating compliance with Board Policy IV 009 – Asset Protection.  
--- Carried by consensus**

**11.1.2 Monitoring Report IV 004 Treatment of Staff**

Superintendent Pomfret presented on Board Policy IV 004 Treatment of Staff and confirmed compliance. Chair Kraft opened the floor to discussion.

Chair Kraft requested a mover and seconder of the recommendation.

**2025-105-- It was moved by Trustee Sikora and seconded by Trustee Weiler:  
That the Board of Trustees accept this report as indicating compliance with Board Policy IV 004 Treatment of Staff.  
---No consensus**

Trustee Phillips requested a recorded vote.

**By Recorded Vote:**

**In Favour: Trustees Kraft, Weiler, Doherty-Masters, Guerin, Sikora (5)**

**Opposed: Trustees Cuff, Francis, Phillips, Stanley (4)**

**--- Motion Passed by Majority**

**12. Potential Agenda Items**

**12.1 Notice of Motion – Public Recording of Meetings**

Chair Kraft invited Trustee Stanley to provide comments on the motion and acknowledge the proposed amendments. Following this, the Trustees participated in a roundtable discussion about the motion. Trustee Sikora expressed concern that the amendments had not been shared with the Trustees with sufficient notice. The group reached a consensus to accept the amendments to the motion and continued to deliberate on the specific wording involved.

**2025-106-- It was moved by Trustee Stanley and seconded by Trustee Phillips:  
That the Board of Trustees agree to amend the motion of Public Recording of Meetings.  
--- Carried by consensus**

**2025-107-- It was moved by Trustee Stanley and seconded by Trustee Phillips:  
Whereas: The Waterloo Catholic District School Board (WCDSB), as a publicly funded institution, is committed to transparency and public accountability;**

**Whereas: Members of the public have a legitimate interest in observing and documenting the proceedings of public board meetings, including through personal video or audio recordings;**

**Whereas: At present, there is no formal policy in place that explicitly addresses public or media recordings at WCDSB public meetings;**

Whereas there appears to be some uncertainty or inconsistency regarding current practices related to recording by members of the public, which has led to concerns being raised by members of the community;

Whereas: Clarity in expectations and procedures will benefit both staff and members of the public and contribute to a respectful and transparent meeting environment;

That the Waterloo Catholic District School Board hereby direct the Director to create an Administrative Procedure authorizing any member of the public or media attending in its gallery to make their own video and audio recordings of any public board meeting.

---Carried by consensus

### 13. Announcements

#### 13.1 Upcoming Meetings/Events

Chair Kraft 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 Kraft reviewed upcoming agenda items. Director Dowling indicated that the Ministry released the budget on May 23, 2025, which is two months later than the usual timeline. Therefore, the Budget Report may not be available for Trustees a week before the Special Board meeting scheduled for June 9, 2025. Further updates to the Trustees will be communicated via email.

### 15. Adjournment – Confirm decisions made tonight.

#### 15.1 The Recording Secretary confirmed decisions made tonight.

2025-108-- It was moved by Trustee Sikora and seconded by Weiler:  
That the Board of Trustees agree to accept motions from the floor.

---Carried by consensus

2025-109-- It was moved by Trustee Weiler and seconded by Doherty-Masters:

That the Board of Trustees agree amend the agenda to add item 15.2 Trustees move into a Double In Camera meeting.

---Carried by consensus

#### 15.2 Trustees move into a Double In Camera meeting

2025-110-- It was moved by Trustee Weiler and seconded by Sikora:

That the Board of Trustees move into a into a Double In Camera meeting.

---Carried by consensus

The Trustees moved into a Double In Camera meeting at 10:28 p.m.

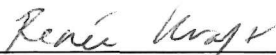
### 16. Closing Prayer

#### 16.1 Closing prayer.

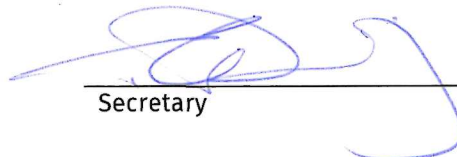
### 17. Motion to Adjourn

2025-111-- It was moved by Trustee Sikora and seconded by Stanley:

THAT the meeting be now adjourned. The meeting was adjourned by consensus at 12:09 a.m.



Chair of the Board



Secretary