



## **Committee of the Whole Meeting**

A public meeting of the Committee of the Whole was held Monday, November 10, 2025, 1st floor Board Room, Catholic Education Centre, 35 Weber Street West, 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)

**Student Trustees Present:**

Rebecca Girolametto, Jace Krysko

**Administrative Officials Present:**

Patrick Eby, Gerald Foran, Shesh Maharaj, Paul Mendonça, Judy Merkel, Kerry Pomfret, Jennifer Ritsma, Annalisa Varano

**Special Resources For The Meeting:**

**Regrets:**

**Absent:**

**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.

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**1. Call to Order:**

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

**1.1 Opening Prayer & Memorials**

Opening prayer led by Trustee Guerin.

**1.2 Territorial Acknowledgement**

Territorial Acknowledgment declared by Chair Kraft.

**1.3 Approval of Agenda**

Chair Kraft motioned for approval of the agenda.

**2025-xx -- It was moved by Trustee Cuff and seconded by Trustee Sikora:  
THAT the agenda for Monday, November 10, 2025, be now approved.**

**--- 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 - NIL**

**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 Committee of the Whole Minutes – Oct 6, 2025

Chair Kraft motioned for approval of the consent agenda. Trustee Stanley proposed an amendment to relocate the sentence concerning 'excellence' from item 5.2 to item 5.1. in the October 6, 2025, minutes.

**2025-26 -- It was moved by Trustee Phillips and seconded by Trustee Sikora:**

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

**--- Carried by consensus.**

#### **4. Delegations**

#### **5. Advice From the CEO**

##### **5.1 Equity Action Plan**

Director Varano introduced Lynn Garrioch, Senior Manager of Equity Services, to present the new five-year Equity Action Plan. The presentation highlighted the plan's foundations in Catholic social teaching, its five key pillars, and its alignment with the board's Multi-Year Strategic Plan (MYSP) and Pastoral Plan. Additionally, it covered the specific goals associated with each pillar and the accountability framework. Trustees asked clarifying questions.

##### **5.2 Math Action Achievement Plan (MAAP)**

Superintendent Ritsma presented the Math Action Achievement Plan report, which outlined key areas such as priority schools, curriculum implementation, professional development and data collections. The report included a review of strategies at the board, school, and classroom levels. Additionally, it addressed the reporting framework for the 2025-26 academic year. Trustees asked clarifying questions.

##### **5.3 Multi-Language Learner (MLL)**

Superintendent Mendonça introduced Barb McCourt, Student Achievement Consultant for Multilingual Learners, to present the Multi-Language Learner report. The presentation highlighted the top ten countries of origin for students born outside Canada, as well as the ten most spoken languages at home within the board. It also covered the services provided by the Newcomer Reception Center and the YMCA Settlement Workers in schools, along with various support initiatives in both elementary and secondary. Additionally, the report addressed assessment and academic placement processes. Trustees provided comments.

#### **6. Ownership Linkage** (Communication with the External Environment)

##### **6.1 Linkages Activity**

Trustee Sikora provided an update on the Linkages Activity, highlighting St. Louis Graduations and acknowledging recent congratulatory letters, including those for the new Bishop, as well as for various new appointments and awards. Additionally, upcoming events were reviewed.

## **6.2 Pastoral Care Activity**

Trustee Guerin shared an update on the Pastoral Care initiatives, highlighting the involvement of priests in the Board meetings and discussing plans for the upcoming Spiritual Retreat.

## **7. Reports From Board Committees/Task Forces**

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

#### **8.1 OCSTA/CCSTA Communications**

Chair Kraft briefly discussed OCSTA/CCSTA Communications.

#### **8.2 Workshop on Meeting Procedures**

Chair Kraft welcomed Atul Kapur, Certified Professional Parliamentarian and educator in Parliamentary Procedure to lead the Workshop on Meeting Procedures. The session covered key aspects of Robert's Rules of Order most relevant to school board meetings, including guidelines on motions, decision-making processes, and maintaining decorum. Trustees asked clarifying questions.

**2025-27 -- It was moved by Trustee Sikora and seconded by Trustee Weiler:  
That the meeting be extended past 3 hours.**

**---Carried by consensus**

#### **8.3 Trustee Work Plan - October review**

Chair Kraft noted the Trustee Work Plan for the month of November.

## **9. Policy Discussion**

### **10. Assurance of Successful Board Performance**

#### **10.1 OCSTA Resolutions**

Vice-Chair Weiler announced that the OCSTA Resolutions are now open for recommendations and emphasized the deadline for submission and will oversee the planning of the resolutions brought forward by Trustees. Additionally, Vice-Chair Weiler expressed an intention to establish an ADHOC Committee to assist with the work of the Board and will draft 'Terms of Reference.' A potential motion at the next meeting to initiate this committee was also suggested.

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

#### **12. Potential Agenda Items**

### **13. Announcements** (all scheduled for the Catholic Education Centre unless otherwise indicated)

#### **13.1 Upcoming Meetings/Events**

Chair noted upcoming events.

### **14. Items for the Next Meeting Agenda/Pending Items**

14.1 Chair noted upcoming items on the next agenda.

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

#### **15.1 Confirm Decisions**

The Recording Secretary confirmed the meeting decisions.

**16. Closing Prayer**

16.1 Closing prayer led by all.

**17. Motion to Adjourn**

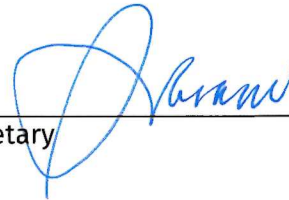
**2025-28 -- It was moved by Trustee Sikora and seconded by Trustee Stanley:**

**THAT the meeting be now adjourned. The meeting was adjourned by consensus at 9:26 p.m.**



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Chair of the Board



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Secretary