



Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, December 8, 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)

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:

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 6:03p.m.

1.1 Opening Prayer & Memorials

Student Trustee Girolametto 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:

2025-171-- It was moved by Trustee Sikora and seconded by Trustee Weiler:

THAT the agenda for Monday, December 8, 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

Items for action arising from the In Camera meeting of Monday, December 8, 2025, regarding property matters.

2025-172-- It was moved by Trustee Weiler and seconded by Trustee Sikora:

THAT the items for action arising from the In Camera meeting of Monday, December 8, 2025, regarding property 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 – Nov 24, 2025

3.2 CPIC Minutes – Sept 17, 2025

3.2 Governance Minutes – Oct 20, 2025

2025-173-- It was moved by Trustee Stanley and seconded by Trustee Francis:

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 EDC Bylaw Background Information for Trustees

Superintendent Maharaj welcomed Jack Ammendolia, Managing Partner at Watson and Associates, who is an expert on Educational Development Charges (EDCs). The presentation provided Trustees with background information and the rationale behind EDCs, explaining their function and relevance to the updating of the bylaws. The discussion also covered the upcoming renewal of the EDC bylaw, addressing legislative requirements, rate calculations, exemptions, and the process for public engagement and background studies. Trustees asked clarifying questions.

5.2 Annual Report on 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. Trustees asked clarifying questions.

2025-174-- It was moved by Trustee Phillips and seconded by Trustee Sikora:

That the CEO be given permission to use up to \$84,598 from the Student Support Fund surplus to offset related costs.

--- Carried by consensus

5.3 Revised Estimates Report/Interim Financial Report #1

Superintendent Maharaj introduced Laura Issac, Senior Manager of Finance to present the Revised Estimates Report/Interim Financial Report #1. The presentation highlighted revenues, expenditure changes, and risk assessment. Trustees asked clarifying questions.

5.4 Community Planning & Partnerships (CPPG)

Superintendent Maharaj introduced Jennifer Passy, Manager of Planning, to present the Community Planning & Partnerships report. The presentation covered key topics such as partnership principles and processes, opportunities for utilizing surplus space, potential co-building initiatives, and future needs assessments. Trustees asked clarifying questions.

5.5 CEO's Annual Report

Director Varano presented an overview of the CEO's Annual Report for 2025, which assesses the progress made on the goals and objectives outlined in the Multi-Year Strategic Plan. Trustees asked clarifying questions.

2025-175-- It was moved by Trustee Weiler 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

5.6 Director's Report

Director Varano presented the Director's report for the month of December. The report provided an overview of recent and upcoming activities, including school initiatives, partnerships with local institutions, and participation in professional development and community engagement events.

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

7. Reports From Board Committees/Task Forces

7.1 Student Trustee Update

Student Trustees Girolametto and Krysko 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.

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

8.1 Chair Kraft noted OCSTA Communications.

8.2 Chair's Report

Chair Kraft delivered the Chair's report for December.

9. Policy Discussion

10. Assurance of Successful Board Performance

10.1 Board Policy Review

10.1.1 Board Policy I 002 Ontario Catholic School Graduate Expectations. Is there a need to review the Policy?

Trustee Phillips confirmed the review of Board Policy I 002 Ontario Catholic School Graduate Expectations and confirmed compliance. The policy does not require review at the Governance Committee.

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

2025-176-- It was moved by Trustee Phillips and seconded by Trustee Cuff:

THAT the Board of Trustees reviewed Board Policy I 002 Ontario Catholic School Graduate Expectations 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 Cuff confirmed the review of Board Policy II 005 Consultation and confirmed compliance. The policy does not require review at the Governance Committee.

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

2025-177-- It was moved by Trustee Cuff and seconded by Trustee Stanley:

THAT the Board of Trustees reviewed Board Policy II 005 Consultation and find that the Board is in compliance.

--- Carried by consensus

10.1.3 Board Policy II 009 Committee Principles. Is there a need to review the Policy?

Trustee Stanley confirmed the review of Board Policy II 009 Committee Principles and confirmed compliance. The policy does not require review at the Governance Committee.

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

2025-178-- It was moved by Trustee Stanley and seconded by Trustee Weiler:

THAT the Board of Trustees reviewed Board Policy II 009 Committee Principles 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 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 noted upcoming agenda items.

15. Adjournment – Confirm decisions made tonight.

15.1 The Recording Secretary confirmed decisions made tonight.

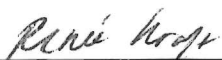
16. Closing Prayer

16.1 Closing prayer.

17. Motion to Adjourn

2025-179-- It was moved by Trustee Sikora and seconded by Francis:

THAT the meeting be now adjourned. The meeting was adjourned by consensus at 7:56 p.m.



Chair of the Board



Secretary