



Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, February 23, 2026, 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)

*- attended virtually via Teams

Student Trustees Present:

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: Rebecca Girolametto

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 6:13p.m.

1.1 Opening Prayer & Memorials

Trustee Guerin led prayer.

1.2 Territorial Acknowledgment

Territorial Acknowledgment declared by Chair Kraft.

1.3 Approval of Agenda

Chair Kraft motioned for approval of the agenda:

2026-15-- It was moved by Trustee Sikora and seconded by Trustee Francis:

THAT the agenda for Monday, February 23, 2026, 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 financial matters.

2026-16-- It was moved by Trustee Weiler and seconded by Trustee Stanley:

THAT the items for action arising from the In Camera meeting of Monday, February 23, 2026, regarding financial 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 Special Board of Trustees Minutes – Feb 2, 2026

3.2 Audit Committee Minutes – Nov 12, 2025

3.3 CPIC Minutes – Nov 26, 2025

3.4 SEAC Minutes – Nov 5, 2025

3.5 SEAC Minutes – Dec 3, 2025

3.6 SEAC Minutes – Jan 7, 2026

3.7 Administrative Procedure Update

2026-17-- It was moved by Trustee Sikora 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 Audit Report on Trustee Expenses

Superintendent Maharaj introduced Shane Durham, Internal Auditor Officer, to present the Audit Report on Trustee Expenses. The report affirmed that the expenses incurred by the Board of Trustees were compliant with Board policies and were reasonable in nature. It briefly outlined the specifics in each appendix. Trustee Weiler requested that an amendment be added to Audit Finding 3 to highlight the late expense that was later brought to the Audit Committee for review and approval. Trustees asked clarifying questions.

2026-18-- It was moved by Trustee Stanley and seconded by Trustee Francis:

That the Board of Trustees accepts the 2024-2025 Trustee Expense Audit Report for information purposes only and recommends that the public Statement of Trustee Expenses be posted to the WCDSB website.

--- Carried by consensus

5.2 2025-2026 Estimates Budget Plan: Trustee Update #2

Superintendent Maharaj introduced Laura Isaac, Senior Manager of Finance to present the 2025-2026 Estimates Budget Plan: Trustee Update #2. The presentation outlined the status of enrollment projections, operational budget submissions, collective agreement considerations, and anticipated timelines.

5.3 2026-2027 School Year Calendar

Superintendent Ritsma presented the Trustees with the 2026-2027 School Year Calendar report for approval. The presentation included a brief overview of the calendar's structure, PA days and alignment with WRDSB. Additionally, an adjustment was made regarding the cost associated with non-aligned days; the board report should reflect a cost of \$48,127.32 per day for two days, totaling \$96,254.64.

**2026-19-- It was moved by Trustee Stanley and seconded by Trustee Sikora:
That the Board of Trustees approve the 2026-2027 School Year Calendar as presented.
--- Carried by consensus**

5.4 Director's Report

Director Varano presented the Director's report for the month of February. The report provided an overview of recent and upcoming activities, including school visits, 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 Trustee 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 February.

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 February.

9. Policy Discussion

10. Assurance of Successful Board Performance

10.1 Board Policy Review

10.1.1 Board Policy II 007 Board Members' Code of Conduct. Is there a need to review the Policy?

Trustee Guerin confirmed the review of Board Policy II 007 Board Members' Code of Conduct and confirmed compliance. The policy does not require review at the Governance Committee.

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

**2026-20-- It was moved by Trustee Guerin and seconded by Trustee Weiler:
THAT the Board of Trustees reviewed Board Policy II 007 Board Members' Code of Conduct and find that the Board is in compliance.
--- Carried by consensus**

10.1.2 Board Policy III 003 Accountability of the CEO. Is there a need to review the Policy?

Trustee Francis confirmed the review of Board Policy III 003 Accountability of the CEO and confirmed compliance. The policy does not require review at the Governance Committee.

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

**2026-21-- It was moved by Trustee Francis and seconded by Trustee Cuff:
THAT the Board of Trustees reviewed Board Policy III 003 Accountability of the CEO and find that the Board is in compliance.
--- Carried by consensus**

10.1.3 Board Policy III 004 Delegations to the CEO. Is there a need to review the Policy?

Trustee Sikora confirmed the review of Board Policy III 004 Delegations to the CEO and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-22-- It was moved by Trustee Sikora and seconded by Trustee Francis:

THAT the Board of Trustees reviewed Board Policy III 004 Delegations to the CEO and find that the Board is in compliance.

--- Carried by consensus

11. Assurance of Successful Director of Education Performance

11.1 Monitoring Reports

11.1.1 Board Policy IV 002 – Treatment of the Public

Director Varano presented on Board Policy IV 002 – Treatment of the Public and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-23-- It was moved by Trustee Francis and seconded by Trustee Guerin:

That the Board accept this report indicating compliance with Board Policy IV 002 – Treatment of the Public.

--- Carried by consensus

11.1.2 Board Policy IV 003 – Treatment of Students

Director Varano presented on Board Policy IV 003 – Treatment of Students and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-24-- It was moved by Trustee Sikora and seconded by Trustee Francis:

That the Board accept this report indicating compliance with Board Policy IV 003 – Treatment of Students.

--- Carried by consensus

11.1.3 Board Policy IV 011 – Emergency CEO Replacement

Director Varano presented on Board Policy IV 011 – Emergency CEO Replacement and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-25-- It was moved by Trustee Weiler and seconded by Trustee Stanley:

That the Board accept this report indicating compliance with Board Policy IV 011 – Emergency CEO Replacement.

--- Carried by consensus

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.

15.2 Trustees move into a Triple In Camera Meeting

**2026-26-- It was moved by Trustee Cuff and seconded by Trustee Sikora:
That the Board of Trustees move into a Triple In Camera meeting.
--- Carried by consensus**

Trustees moved into a Triple In Camera meeting at 7:24 p.m.
Trustees reconvened the public meeting at 8:20 p.m. after rising from the Triple In Camera session.

16. Closing Prayer

16.1 Closing prayer.

17. Motion to Adjourn

**2026-27-- It was moved by Trustee Cuff and seconded by Stanley:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 8:23 p.m.**



Chair of the Board



Secretary

