Waterloo Catholic District School Board
Quality, Inclusive, Faith Based Education

Minutes

Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, March 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:
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.

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1. Call to Order:
The Chair of the Board called the meeting to order at 6:07 p.m.

1.1 Opening Prayer & Memorials
Trustee Guerin 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 with the following amendment:
- Add item 15.2 Trustees move into a Triple In Camera meeting.

2026-28-- It was moved by Trustee Weiler and seconded by Trustee Sikora:
THAT the agenda for Monday, March 23, 2026, 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 Triple In Camera meeting of Monday, February 23, 2026, regarding HRS matters.
Items for action arising from the In Camera meeting of Monday, March 23, 2026, regarding Trustee and property matters.

2026-29-- 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, February 23, 2026 regarding HRS matters and the In Camera meeting of Monday, March 23, 2026, regarding Trustee and 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 – Feb 23, 2026
3.2 SEAC Minutes – Feb 4, 2026

2026-30-- 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 2025-2026 Estimates Budget Plan: Trustee Update #3
Superintendent Maharaj introduced Renée King, Manager of Budget, to present the 2025-2026 Estimates Budget Plan: Trustee Update #3. The presentation outlined the status of enrollment projections, operational budget submissions, collective agreement considerations, and anticipated timelines. Trustees asked clarifying questions.

5.2 2026 Catholic Trustee Determination and Distribution
The Chair called for a mover and seconder for the following motion.
2026-31-- It was moved by Trustee Sikora and seconded by Trustee Francis:
1. **That the Board of Trustees determine the number of Catholic Trustees to be elected in the 2026 Municipal Election is 9.**
2. **That the Board of Trustees not designate any municipality as an area of low population for the purposes of Trustee distribution in the 2026 Municipal Election.**
3. **That the Board of Trustees, for the purpose of the 2026 Municipal Election, distributes 9 Catholic Trustees as follows:**
    - **Kitchener / Wilmot – 4 Trustees**
    - **Cambridge / North Dumfries – 3 Trustees**
    - **Waterloo / Woolwich / Wellesley – 2 Trustees**

--- Carried by consensus

5.3 Director's Report
Director Varano presented the Director's report for the month of March. 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 March.

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 March.

9. Policy Discussion

10. Assurance of Successful Board Performance
10.1 Board Policy Review
10.1.1 Board Policy II 014 Trustee Expenses. Is there a need to review the Policy?
Trustees confirmed the review of Board Policy II 014 Trustee Expenses and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-32-- It was moved by Trustee Sikora and seconded by Trustee Weiler:
THAT the Board of Trustees reviewed Board Policy II 014 Trustee Expenses and find that the Board is in compliance.
--- Carried by consensus

10.1.2 Board Policy II 008 Role of the Chair. Is there a need to review the Policy?
Trustee Doherty-Masters confirmed the review of Board Policy II 008 Role of the Chair and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-33-- It was moved by Trustee Doherty-Masters and seconded by Trustee Guerin:
THAT the Board of Trustees reviewed Board Policy II 008 Role of the Chair and find that the Board is in compliance.
--- Carried by consensus

10.1.3 Board Policy II 013 Cost of Governance. Is there a need to review the Policy?
Trustee Francis confirmed the review of Board Policy II 013 Cost of Governance and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-34-- It was moved by Trustee Francis and seconded by Trustee Sikora:
THAT the Board of Trustees reviewed Board Policy II 013 Cost of Governance and find that the Board is in compliance.
--- No consensus
Vote by Show of Hands:
In Favour: 7
Opposed: 2
--- Motion Carried by Majority

11. Assurance of Successful Director of Education Performance
11.1 Monitoring Reports
11.1.1 Board Policy IV 005 – Hiring and Promotions
Superintendent Pomfret presented on Board Policy IV 005 – Hiring and Promotions and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-35-- It was moved by Trustee Cuff and seconded by Trustee Doherty-Masters:
That the Board accept this report indicating compliance with Board Policy IV 005 – Hiring and Promotions.
--- Carried by consensus

11.1.2 Board Policy IV 010 – Facilities Accommodations
Superintendent Maharaj presented on Board Policy IV 010 – Facilities Accommodations and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-36-- It was moved by Trustee Weiler and seconded by Trustee Stanley:
That the Board accept this report indicating compliance with Board Policy IV 010 – Facilities Accommodations.
--- 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

2026-37-- It was moved by Trustee Sikora and seconded by Trustee Weiler:
That the Board of Trustees move into a Triple In Camera meeting.
--- Carried by consensus

Trustees moved into a Triple In Camera meeting at 7:10 p.m.
Trustees reconvened the public meeting at 8:28 p.m. after rising from the Triple In Camera session.

16. Closing Prayer
16.1 Closing prayer.

17. Motion to Adjourn

2026-38-- It was moved by Trustee Cuff and seconded by Stanley:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 8:30 p.m.

Chair of the Board

Secretary