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, May 25, 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)

Student Trustees Present:
Rebecca Girolametto

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: Jace Krysko

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 6:01 p.m. and welcomed new Student Trustee Rashid Abu Ghazaleh to the table to observe the proceedings.

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:

2026-59-- It was moved by Trustee Sikora and seconded by Trustee Phillips:
THAT the agenda for Monday, May 25, 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

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 EDC Policy Review Minutes – Apr 13, 2026
3.1.2 Special Board EDC Background Study Minutes – Apr 13, 2026
3.1.3 Board of Trustees Minutes – Apr 27, 2026
3.2 Audit Minutes – Jan 28, 2026
3.3 CPIC Minutes – Mar 11, 2026
3.4 SEAC Minutes – Apr 1, 2026
3.5 2026 Education Development Charges Update Report

2026-60-- 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
4.1 Delegation Presentation – The Chair invited students from St. David Catholic Secondary school to give a presentation describing the current work of the Team DAVE Robotics team, its structure, values, technical and community activities. Trustees asked clarifying questions.

5. Advice from the CEO
5.1 Update on Budget Preparation
Superintendent Maharaj introduced Laura Isaac, Senior Manager of Finance, to present the fifth Trustee Budget Update. The presentation reviewed an update on the 2026-2027 budget, detailing provincial funding changes, new investments and upcoming dates. Trustees asked clarifying questions.

5.2 Long Term Accommodation Plan
Superintendent Maharaj introduced Jennifer Passy, Manager of Planning, to present the Long-Term Accommodation Plan report. The presentation highlighted the updated long-term accommodation plan for 2025-2032, outlining capital projects and priorities, strategic objectives and boundary review processes. Trustees asked clarifying questions.

2026-61-- It was moved by Trustee Guerin and seconded by Trustee Sikora:
That the Board of Trustees approve the 2026 Long Term Accommodation Plan as presented on May 11, 2026.
--- Carried by consensus

5.3 Energy Conservation Plan
Superintendent Maharaj introduced Zeb Foss, Manager of Energy Conservation and Sustainability, to present the Energy Conservation Plan report. The presentation detailed consumption trends, efficiency achievements, sustainability and conservation efforts, technical upgrades and future planning as well as tree planting programs. Trustees asked clarifying questions.

5.4 IT Board Report
Superintendent Maharaj introduced Craig MacIsaac, Chief Information Officer, to present the IT Board Report. The presentation outlined the progress and key aspects of the IT strategic plan, focusing on infrastructure, process enhancements, and classroom and administrative endpoints. Trustees asked clarifying questions.

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

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 May.

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 review of Board Policy II 011 Student Representation on the Board and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-62-- It was moved by Trustee Phillips and seconded by Trustee Stanley:
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

10.1.2 Board Policy II 012 Student Trustee Role Description. Is there a need to review the Policy?
Trustee Stanley confirmed review of Board Policy II 012 Student Trustee Role Description and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-63-- It was moved by Trustee Stanley 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

10.1.3 Board Policy III 001 Global Governance-Management Connection. Is there a need to review the Policy?
The Chair confirmed review of Board Policy III 001 Global Governance-Management Connection and confirmed compliance. The policy does not require review at the Governance Committee.

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

2026-64-- It was moved by Trustee Kraft 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 Monitoring Reports
11.1.1 Board Policy IV 009 – Asset Protection
Superintendent Maharaj presented on Board Policy IV 009 – Asset Protection and confirmed compliance. Chair Kraft requested a mover and seconder of the recommendation.

2026-65-- It was moved by Trustee Weiler and seconded by Trustee Phillips:
That the Board accept this report indicating compliance with Board Policy IV 009 – Asset Protection.
--- 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 Double In Camera meeting.

2026-66- It was moved by Trustee Sikora and seconded by Trustee Phillips:
That the Board of Trustees move into a Double In Camera meeting.
--- Carried by consensus

Trustees moved into a Double In Camera meeting at 7:41 p.m.
Trustees reconvened the public meeting at 8:23 p.m. after rising from the Double In Camera session.

16. Closing Prayer
16.1 Closing prayer.

17. Motion to Adjourn

2026-67-- It was moved by Trustee Phillips and seconded by Trustee Cuff:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 8:25 p.m.

Chair of the Board

Secretary