



Committee of the Whole Meeting

Date: Monday, April 8, 2024.

Time: 6:00 p.m.

** Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.*

Location: 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees:

Board of Trustees:
Linda Cuff (Vice-Chair), Kathy Doherty-Masters, Winston Francis, David Guerin, Renee Kraft, Marisa Phillips, Robert Sikora (Chair), Conrad Stanley, Tracey Weiler

Student Representatives:
Bryanna Donoghue, Xavier Petrie

Senior Administration:
Tyrone Dowling, Gerald Foran, Shesh Maharaj, Paul Mendonça, Judy Merkel, Kerry Pomfret, Jennifer Ritsma, Annalisa Varano

Special Resource:

Recording Secretary:
Stephanie Medeiros, Executive Administrative Assistant

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Board Chair		
1.1 Opening Prayer & Memorials	Board of Trustees	--	--
1.2 Territorial Acknowledgement	Board Chair	--	--
I (we) would like to begin by acknowledging that the land on which we gather today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Neutral People. I (we) also acknowledge the enduring presence and deep traditional knowledge, laws and philosophies of the Indigenous People with whom we share this land today.			
1.3 Approval of Agenda	Board of Trustees		Approval
1.4 Declaration of Pecuniary Interest	Individual Trustees		
1.4.1 From the current meeting			
1.4.2 From a previous public or in-camera meeting			
1.5 Items for Action:			
NA			
2. Consent Agenda: Director of Education (e.g.: operational matters from the Ministry of Education that the Board is required to do; update on the system)			

ITEM	Who	Agenda Section	Method & Outcome
3. Consent Agenda: Board (Minutes of meetings)			
3.1 Approval of Minutes of Regular and Special Meetings 3.1.1 Committee of the Whole Minutes – March 4, 2024	Board of Trustees	pp.	Approval
4. Delegations			
5. Advice from the CEO			
5.1 Student Achievement Plan (SAP)	J. Ritsma	pp.	Information
6. Ownership Linkage (Communication with the External Environment related to Board's Annual Agenda; ownership communication)			
6.1 Linkages Activity	Trustees	--	Discussion
6.2 Pastoral Care Activity	Trustees	--	Discussion
7. Reports from Board Committees/Task Forces			
8. Board Education (at the request of the Board)			
8.1 OCSTA/CCSTA Communications OCSTA/CCSTA Communications Link	Board of Trustees	Link	Information
8.2 Budget Development Part II	S. Maharaj	--	Information
8.3 Trustee Self Evaluation	Board of Trustees	--	Information
8.4 Trustee Work Plan – April review	Chair	--	Information
8.5 OCSTA Module Equity, Diversity, and Inclusion – Part 1: Faith	Board of Trustees	Link	Information
9. Policy Discussion (Based on Annual Plan of Board Work)			
10. Assurance of Successful Board Performance (monitoring)			
11. Assurance of Successful Director of Education Performance (monitoring)			
12. Potential Agenda Items/Shared Concerns/Report on Trustee Inquiries			
13. Announcements			
13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): - Apr 10 – Audit Committee - Apr 15 – Trustee Spiritual Retreat - Apr 16 – Indigenous Author Speaker - Apr 17 – CPIC Meeting - Apr 22 – Board of Trustees - May 1 – SEAC Meeting - May 2-4 - OCSTA AGM & Conference - May 5-10 – Catholic Education Week - May 6 – Governance Committee Meeting - May 7-9 – Folk Dance Festival - May 8 – Community Leaders Breakfast - May 13 – Committee of the Whole	Chair	--	Information

ITEM	Who	Agenda Section	Method & Outcome
14. Items for the Next Meeting Agenda	Trustees		
14.1 Board of Trustees Meeting: (April 22, 2024) • Legal Responsibilities – Monitoring Report IV – 006 • Communication & Support to Board – Monitoring Report IV – 012 • Financial Conditions – Monitoring Report – IV – 008 • Budget Preparation Update • Education Development Charge (EDC) • Interim Financial Report #2 • Board Policy II 015 Ownership Linkage • Celebration of Excellence – II 006 – Confirmation of Chair's Award • Student Trustee Report • Chair of the Board Report • Director's Report	Chair	--	Information
15. Adjournment/ Confirm decisions made tonight	Director of Education		
15.1 Confirm Decisions	Recording Secretary	--	Information
16. Closing Prayer			
17. Motion to Adjourn	Board of Trustees	Motion	Approval

CLOSING PRAYER

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities. We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010



Committee of the Whole Meeting

A public meeting of the Committee of the Whole was held Monday, March 4, 2024, 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener.

Trustees Present:

Linda Cuff (Vice-Chair)*, Kathy Doherty-Masters*, Winston Francis, David Guerin, Renee Kraft, Marisa Phillips*, Robert Sikora (Chair), Conrad Stanley*, Tracey Weiler

*- attended virtually

Student Trustees Present:

Bryanna Donoghue, Xavier Petrie

Administrative Officials Present:

Tyrone Dowling, Gerald Foran, Shesh Maharaj, Paul Mendonça, Judy Merkel, Kerry Pomfret, Jennifer Ritsma

Special Resources For The Meeting:

Regrets: Annalisa Varano

Absent:

Recorder:

Stephanie Medeiros, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 4.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 4.11 every Trustee "shall vote on all questions on which the Trustee is entitled to vote" and abstentions are not permitted.

1. Call to Order:

The Chair called the meeting to order at 6:00 p.m.

1.1 Opening Prayer & Memorials

Opening prayer led by Student Trustee Petrie.

1.2 Territorial Acknowledgement

Territorial Acknowledgment declared by Chair Sikora.

1.3 Approval of Agenda

Chair Sikora motioned for approval of the agenda with the following amendments:

**2024-07 -- It was moved by Trustee Francis and seconded by Trustee Guerin:
THAT the agenda for Monday, March 4, 2024, 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

2 Consent Agenda: Director of Education (e.g., day-to-day operational matters from the Ministry of

Equity, Diversity, and Inclusion

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 – February 12, 2024

Chair Sikora motioned for approval of the consent agenda.

2024-08 -- It was moved by Trustee Francis and seconded by Trustee Phillips:

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 Early Years Report

Superintendent Ritsma introduced the Early Years report and Kimberly Namespetra-Sullivan, Student Achievement Kindergarten Consultant/Early Years Lead to present the details from the report. Ms. Namespetra-Sullivan reviewed key mathematics and literacy behaviours. She also highlighted information on the upcoming Welcome to Kindergarten event in each school, including a look inside the take-home Kindergarten activity bags that families will receive. Trustees asked clarifying questions.

5.2 Math Lead Update

Superintendent Ritsma introduced Petra Le Duc, the Board's Math Lead consultant, who presented the Math Achievement Action Plan. Reviewed the latest data and highlights from the ongoing efforts to improve math proficiency. Ms. Le Duc reviewed the baseline metrics that were established during the plan, as well as the progress that has been made. Ms. Le Duc also outlined the next steps planned for math curriculum enhancements and increased support for students. Trustees asked clarifying questions.

6. Ownership Linkage (Communication with the External Environment)

6.1 Linkages Activity

Trustee Kraft shared that Linkages Committee has recently sent congratulatory letters to individuals in the community who have achieved notable accomplishments. Trustee Kraft also discussed the planning details of upcoming events. At last month's Committee of the Whole, the board reviewed criteria to determine who should receive congratulatory letters from Linkages, they also discussed preparing for the annual Community Leaders Breakfast.

6.2 Pastoral Care Activity

Trustee Guerin reviewed upcoming events and initiatives. First, preparations are underway for the pastoral care retreat in April. Additionally, the committee had a discussion regarding prayers at Board meetings. Trustee Guerin noted that planning has begun for Catholic Education Week in May. He remarked that the committee touched on similar topics during the last Committee of the Whole meeting.

7. Reports From Board Committees/Task Forces

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

8.1 OCSTA/CCSTA Communications

Chair Sikora briefly discussed OCSTA/CCSTA Communications.

8.2 Budget Development Part I

Superintendent Maharaj delivered a presentation on Part I of the Budget Development, reviewing the various revenue sources that allow the Waterloo Catholic District School Board to serve students across the region.

8.3 MYSP Review

Director Dowling delivered a presentation on reviewing the Multi-Year Strategic Plan (MYSP). He discussed incorporating Evidence-Based Practices into education and provided an overview of each pillar of the MYSP, including their areas of focus and specific goals for key indicators. The presentation provided details and clarity around the strategic priorities outlined in the MYSP.

8.4 Trustee Work Plan – March review

Chair Sikora reviewed items for review for the month of March in the Trustee Work Plan.

9. Policy Discussion

10. Assurance of Successful Board Performance

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

Trustees discussed upcoming events.

14. Items for the Next Meeting Agenda/Pending Items

Trustees discussed upcoming items on the next agenda.

15. Adjournment – Confirm decisions made tonight. Closing Prayer

15.1 Confirm Decisions

The Recording Secretary confirmed the meeting decisions.

16. Closing Prayer

17. Motion to Adjourn

2024-09 -- It was moved by Trustee Kraft and seconded by Trustee Weiler:

THAT the meeting be now adjourned. The meeting was adjourned by consensus at 8:49 p.m.

Chair of the Board

Secretary



Date: April 8th, 2024
To: Board of Trustees
From: Tyrone Dowling, Jennifer Ritsma
Subject: Student Achievement Plan (SAP)

Type of Report: ☐ Decision-Making
☐ Monitoring
☒ Incidental Information concerning day-to-day operations

Type of Information: ☐ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Education Act Section 169. (1)

Every Board shall:, (a) promote student achievement and well-being; (b) ensure effective stewardship of the board's resources; (c) deliver effective and appropriate education programs to its pupils; f) develop a multi-year plan aimed at achieving the goals of student achievement and well-being, positive school climate, inclusive and accepting schools, stewardship of resources, and effective and appropriate education programs to its pupils

Policy Statement and/or Education Act/other Legislation citation:

Bill 98, Better Schools and Student Outcomes Act, 2023

PPM 159 Collaborative Professionalism (2016) School Effectiveness Framework (2013)

PPM 119 Equity & Inclusion (2013)

Alignment to the MYSP and KPIs:

☒ **Awaken to Belong**

- ☒ Every student can see themselves reflected in their learning.
- ☐ Staff experiences a positive, healthy, and inclusive workplace.
- ☒ Are aware of and/or use the available resources to assist in navigation of the school system.

☒ **Ignite to Believe**

- ☒ Every student experiences the Ontario Catholic School Graduate Expectations (OCSGEs) and the WCDSB pastoral plan within their learning environments.
- ☐ Staff are welcomed and invited to continue to be a partner in their adult faith formation journey.
- ☒ The relationship between home, parish and school is strengthened.

☒ **Strengthen to Become**

- ☒ Every student reaches their full potential.
- ☒ Staff see their impact on student achievement.
- ☒ Are engaged as active partners in our students' Catholic education journey.

Background/Comments:

The Board Improvement and Equity Plan (BIEP) establishes educational priorities, goals and performance indicators to support continuous quality improvement as to achievement, equity and well-being for all students. The BIEP continues to build on previous successes and provides direction and resource support in the context of the Board's strategic commitments in the Multi-Year Strategic Plan.

The Board's strategic commitments are intended to foster Catholic well-being and equity, inspire academic excellence, and nurture a culture of collaboration and innovation by maximizing resources and leveraging technologies. The BIEP is intended to be a demographic data-driven tool designed to capture the experiences and outcomes of our Kindergarten to Grade 12 learners and has been the guide for our work this 2023-24 school year.

The Board Improvement and Equity Plan provides the framework for each school's School Improvement and Equity Plan (SIEP). The SIEP allows for a goal driven and data led plan that is developed to identify the learning needs of students and the plan for improvement.

The WCDSB BIEP sets out goals and performance indicators in three priority areas that we are aiming to achieve through our daily work:

- Faith and Well Being
- Curriculum and Achievement
- Engagement, Pathways and Renewal

Link to full and interactive BIEP document <https://bit.ly/WCDSBBIEP2023-24>

Better Schools and Student Outcomes Act

As was shared in the October 2nd, 2023 BIEP/SAP report the Better Schools and Student Outcomes Act, 2023 received Royal Assent on June 8, 2023. The Ministry of Education (MOE) moved forward with regulatory and policy reforms for the start of the 2023-24 school year. These reforms support student achievement and well-being, and increase transparency for parents and families.

The regulatory and policy reform in relation to the move from the BIEP to the SAP is:

- Promote student achievement and transparency for parents through prescribing provincial education priorities on student achievement and ensure consistency with how these priorities are included and measured in transparent school board multi-year plans

Transition from the Board Improvement Equity Plan (BIEP) to the Student Achievement Plan (SAP)

Below are the requirements from the MOE which direct our transition from the BIEP to the SAP. The regulation on provincial priorities for education in the area of student achievement prescribes three priorities:

1. Achievement of Learning Outcomes in Core Academic Skills
2. Preparation of Students for Future Success
3. Student Engagement & Well-Being

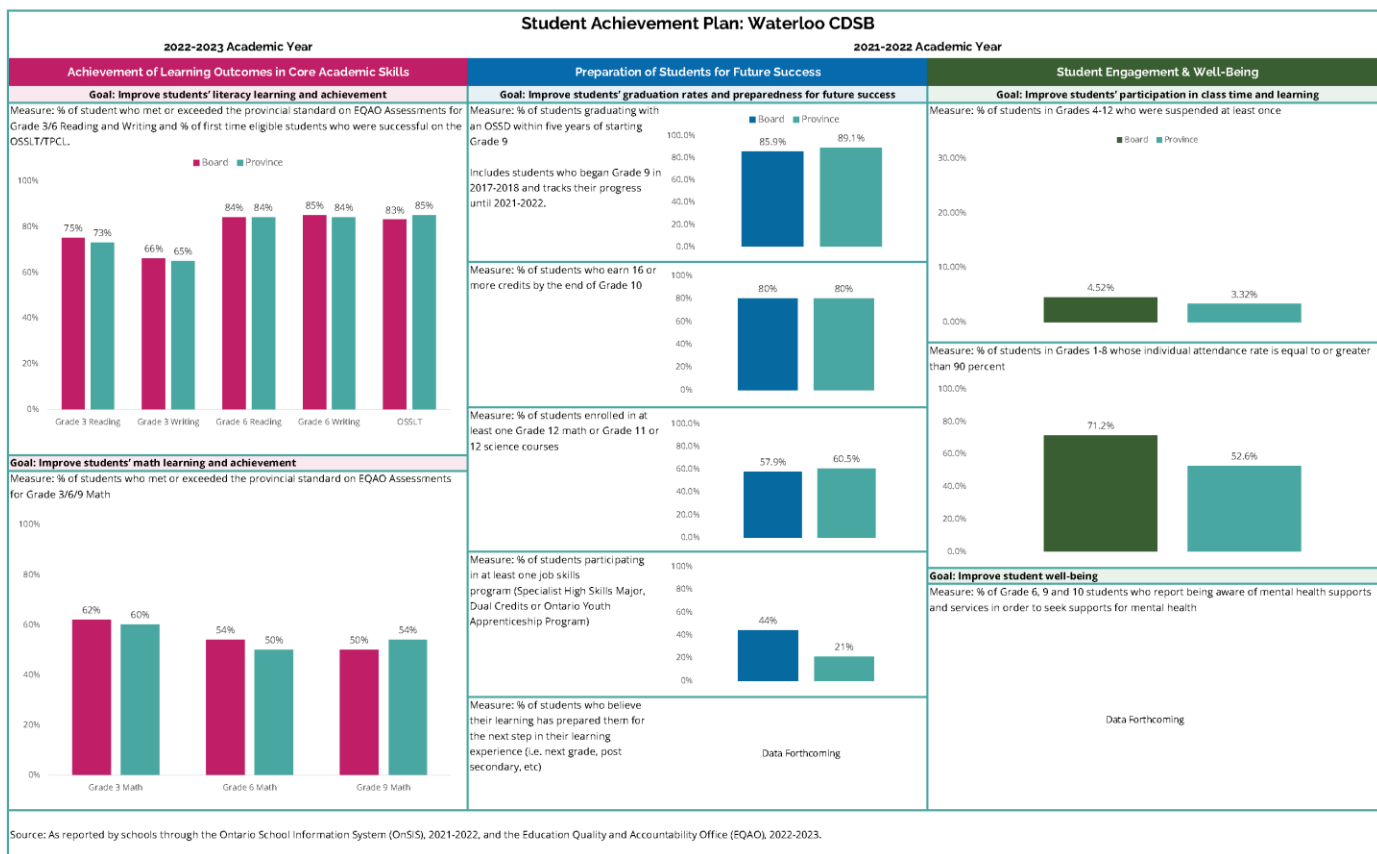
School boards are required to publicly post their multi-year plan, including the Student Achievement Plan using the reporting template. This is not a new process for boards as we are required to post our BIEPs on our websites. However, we have previously worked using a framework developed at the board level, based on the needs, prioritized indicators, goals and monitoring plans for the board. The MOE has made the SAP a regulated policy for all boards and given the eleven indicators and templates we will be reporting on.

The SAP will support school boards to advance provincial priorities and allow the Minister to discern where additional supports may be needed.

Student Achievement Plan

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Below the WCDSB SAP that will be posted to our website in April, 2024.



Student Achievement Plan: Waterloo CDSB						
Provincial Priorities		Measures & Results			Actions our School Board will take to improve	
Goal(s)	How this is Measured	School Board Performance	Provincial Performance	Additional School Board Measures		How Our School Board Performs
Achievement of Learning Outcomes in Core Academic Skills, 2022-2023						
Goal: Improve students' literacy learning and achievement	% of students who meet or exceed the provincial standard on:			Data Forthcoming	Not Applicable	
	Grade 3 EQAO Reading	75%	73%			
	Grade 3 EQAO Writing	66%	65%			
	Grade 6 EQAO Reading	84%	84%			
	Grade 6 EQAO Writing	85%	84%			
	% of fully participating, first-time eligible students who are successful on the OSSLT/TPCL	83%	85%	Data Forthcoming	Not Applicable	
Goal: Improve students' math learning and achievement	% of students who meet or exceed the provincial standard on:			Data Forthcoming	Not Applicable	
	Grade 3 EQAO Math	62%	60%			
	Grade 6 EQAO Math	54%	50%			
	Grade 9 EQAO Math	50%	54%			
Preparation of Students for Future Success, 2021-2022						
Goal: Improve students' graduation rates and preparedness for future success	% of students who earn 16 or more credits by the end of Grade 10	80%	80%	Data Forthcoming	Not Applicable	
	% of students participating in at least one job skills program (Specialist High Skills Major, Dual Credits or Ontario Youth Apprenticeship Program)	44%	21%	Data Forthcoming	Not Applicable	
	% of students graduating with an OSSD within five years of starting Grade 9	85.9%	89.1%	Data Forthcoming	Not Applicable	
	% of students enrolled in at least one Grade 12 math or Grade 11 or 12 science courses	57.9%	60.5%	Data Forthcoming	Not Applicable	
	% of students who believe their learning has prepared them for the next step in their learning experience (i.e. next grade, post secondary, etc)	Forthcoming	Forthcoming	Data Forthcoming	Not Applicable	
Student Engagement & Well-Being, 2021-2022						
Goal: Improve students' participation in class time and learning	% of students in Grades 1-8 whose individual attendance rate is equal to or greater than 90 percent	71.2%	52.6%	Data Forthcoming	Not Applicable	
	% of students in Grades 4-12 who were suspended at least once	4.52%	3.32%	Data Forthcoming	Not Applicable	
Goal: Improve student well-being	% of Grade 6, 9 and 10 students who report being aware of mental health supports and services in order to seek supports for mental health	Forthcoming	Forthcoming	Data Forthcoming	Not Applicable	
Source: As reported by schools through the Ontario School Information System (OnSIS), 2021-2022, and the Education Quality and Accountability Office (EQAO), 2022-2023.						

In preparation for our June 28, 2024, SAP submission, a SAP committee has been developed with approximately 30 staff members. The members of this committee have been pulled from all portfolio areas to offer feedback and assist in planning next steps within their content areas.

Committee members will be working together to respond to the following questions from the SAP template:

1. What steps will you take to level up engagement and well-being for all students? What trends did you identify? Identify when actions will be implemented
(Year 1, Year 2, Year 3)
2. Which stakeholder groups and communities will be involved in the implementation?
3. How will you know these actions are working (for students, families, and educators)?
4. What have you learned from the implementation so far and how has this influenced your board's next steps

Recommendation:

This report is presented as information for the Board of Trustees.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Jennifer Ritsma
Superintendent of Learning

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board on a matter delegated by policy to the Board – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the CEO, subject in all instances to what otherwise actually occurred.