



Board of Trustees' Board Meeting

Date: Monday, June 16, 2025.

Time: 6:30 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, Kathy Doherty-Masters, Winston Francis, David Guerin, Renée Kraft (Chair), Marisa Phillips, Robert Sikora, Conrad Stanley, Tracey Weiler (Vice-Chair)

Student Representatives:

Allison-Hannah Berwick, Matteo Leone

Senior Administration:

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

Special Resource:

Recording Secretary:

Stephanie Medeiros

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Chair		
1.1 Opening Prayer/Memorials	Board of Trustees		
1.2 Territorial Acknowledgement 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.	Chair		
1.3 Approval of Agenda	Board of Trustees		Approval
1.4 Declaration of Pecuniary Interest 1.4.1 From the current meeting 1.4.2 From a previous public or in-camera meeting	Individual Trustees		
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)			

ITEM	Who	Agenda Section	Method & Outcome
3. Consent Agenda: Board (Minutes of meetings, staff report)			
4. Delegations/Presentation			
5. Advice from the CEO			
5.1 Proposed 2025-2026 School Year Budget Presentation https://www.wcdsb.ca/wp-content/uploads/sites/36/2025/06/2025-2026-Budget-Report.pdf	S. Maharaj/L. Isaac	pp. 4-6 Link	Information
6. Ownership Linkage (Communication with the External Environment)			
7. Reports from Board Committees/Task Forces			
8. Board Education (at the request of the Board)			
9. Policy Discussion			
10. Assurance of Successful Board Performance			
11. Assurance of Successful Director of Education Performance			
12. Potential Agenda Items/Trustee Inquiry Report (CEO)			
13. Announcements			
13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): - Jun 16 – Audit Committee Meeting - Jun 18 – Navy Co-op Graduation (Royal Canadian Legion, Waterloo) - Jun 23 – Board of Trustees - Jun 24 – Project SEARCH Graduation (Kitchener) - Jun 25 – Project SEARCH Graduation (Cambridge Memorial Hospital)	Chair	--	Information
13.2 Pending Items: 13.3 Pending Items for OCSTA Consideration	<u>Committee/Task Force</u>	<u>Due Date</u>	<u>Action Taken</u>
14. Items for the Next Meeting Agenda	Trustees		

ITEM	Who	Agenda Section	Method & Outcome
14.1 June 23, 2025 – Board of Trustees - Interim Financial Report #3 - Math Action Achievement Plan (MAAP) - CPIC Committee Presentation to the Board - SEAC Committee Presentation to the Board - Linkages/Pastoral/Governance Committee Reports to the Board - Monitoring Report IV – 001 General Executive Limitations - Monitoring Report IV – 007 Financial Planning/Budgeting - Director’s Report - Student Trustee Report - Chair’s Report	Board of Trustees	--	Information
15. Adjournment Confirm decisions made tonight	Director of Education		
15.1 Confirm Decisions Made Tonight	Recording Secretary	--	Information
16. Closing Prayer			
16.1 Closing Prayer	All		
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



Date: June 16, 2025
To: Board of Trustees
From: Director of Education
Subject: Proposed 2025-26 School Year Budget

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 IV007
- ☐ Information only of day-to-day operational matters delegated to the CEO

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

Trustees are required to approve a budget based on estimates of enrolment, revenues, and expenses on an annual basis. Management is proposing a balanced budget, the details of which are outlined in the Budget Book and presentation materials.

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

Reference / Date	Ministry Memo ID	Title and Link
IV 007		"Financial Planning/Budgeting"
Education Act		232 "Estimates"
May 23, 2025	B02	2025-26 Education Funding
May 23, 2025	B02	Responsive Education Program Allocations: Appendix B – 2025-26 REP Funding Allocations



Alignment to the MYSP:

☒ **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.
- ☒ Families are engaged as active partners in our students' Catholic education journey.

Primary Resources:

2025-26 Budget Presentation

2025-26 Budget Report

Both will be found at <https://www.wcdsb.ca/financial-information/> after the budget is presented on June 23, 2025.

Background/Comments:

Trustees are required by legislation to approve a school year budget on an annual basis, based on estimates of enrolment, revenue, and expenses.

This year, a balanced budget for the 2025-26 school year must be submitted to the Ministry of Education by June 30, 2025.

The budget proposed by management is balanced and does not rely on the use of reserves that have not been previously approved or required by legislation.

It meets all legislative requirements, government directives, and honours existing contracts and agreements.

Trustees have outlined their requirements for the annual school year budget in Board Policy IV007 "Financial Planning/Budgeting". A policy monitoring report will be provided to Trustees on June 23, 2025, which demonstrates how the proposed budget meets policy requirements. The budget is approved when Trustees agree that compliance with Board Policy IV007 has been achieved.

Management will respond to Trustee questions on the proposed budget between June 16th and June 23rd.

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Laura Isaac
Senior Manager, Financial Services

Renee King
Manager of Budget and Payroll

Shesh Maharaj
Executive Superintendent of Corporate Services

*Bylaw 4.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees 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 Director, subject in all instances to what otherwise actually occurred."