



Bishop David Motiuk

Catholic Elementary/Junior High School

**School Advisory Council &
LF Fundraising Association**

Meeting Date: January 28, 2026 @ 6pm in the Learning Commons/Teams

Present: Larissa Chenier, Vice Chair, SAC
Jessica Gordon, Secretary SAC/LFFA
Jennifer Gallant, Volunteer Coordinator SAC
Richard Carr, Treasurer LFFA
April Bernath, Vice Chair LFFA
Terry Volk, Principal
John Edwards, Assistant Principal
Christine Santin, Teacher Representative

10 people present for the meeting (8 in person and 2 virtually).

SCHOOL ADVISORY COUNCIL MEETING #4 2025-2026

I. CALLED TO ORDER – 6:02 PM

- A. Opening Prayer
- B. Treaty 6 Acknowledgement
- C. Roll Call
- D. Previous Minutes Accepted – Larissa motioned to accept, and April seconded.
- E. Matters arising from the minutes –

Allocations/Class Sizes - Big Lake Attendance Area Redesignation

In considering how funding and enrolments affect class size, it's important to remember that we have some fixed costs that are addressed first, and then staffing/class size considerations are addressed with whatever is left over after that. Our priority is always to do our best for students in classrooms.

First, we have some fixed staff costs. The education act says that schools will have a principal and they set out conditions for assistant principals, too (based on enrolment



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numbers). So, we meet the criteria for one principal and two assistant principals. This is non-negotiable – we have to have those positions. We also need to have support staff in the office. Of course we need teachers, and we need classroom supports as well.

We get allocations per student, the “per pupil grant,” then we also get some targeted allocations.

<i>Per Student Allocations</i>		<i>Targeted Additional Allocations</i>	
Kindergarten	3284	IB	40000
Grades 1 - 3	6569	Instructional Coach	43548
Grades 4 - 6	5350	Chaplain	3774
Grades 7 - 9	5350	Inclusive	318545*
<i>Targeted Per Student</i>			
EAL	950		
FNMI - Kinder	475		
FNMI - Gr 1 - 9	950		

We have decentralized budgeting, so we are able to make some decisions as to what will benefit our school the most. The amount we have for an operating budget is

Allocations – Staffing = Operating Budget

So, we have to look closely at allocations, then consider fixed staff costs, then how many teachers and support staff we are going to need. Whatever is left over after that is our operating budget. We keep the operating budget bare bones, but we typically spend in the neighbourhood of 450,000 for a school this size (that covers printing, furniture, equipment – anything we need to purchase).

A couple of things to keep in mind – we receive funding from the division for inclusive students, but typically funding only covers our Code 44 students (autism, medical). Severe behavior students, mild moderate students are not covered through allocations, but we have a responsibility to support them – this would come out of the per student allocation.



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This year, we spent 774,180 from the per student allocation to cover staffing costs. We received 1022470 from the division for inclusion. The funding we receive from the division involves a bit of negotiation.

When we look at our fixed staff costs and what we need for our operating budget, that comes off the top of our allocations.

If we have 825 students (projected enrolment w/o Big Lake students) 27% of our Per Student Allocation would go toward fixed staff costs and operations.

If we have 961 students (projected enrolment with Big Lake students) 23% of our Per Student Allocation would go toward fixed staff costs and operations.

Without Big Lake, the number of teachers we would have would be just under thirty, which means slightly larger class sizes, including in primary classes, and no wiggle room for budget. We would have to say farewell to at least 3 teachers.

With Big Lake students, we would have 40 teachers and class sizes would be more reasonable. We would have a little bit of wiggle room with regard to the budget (not much).

So, bottom line, if a school is running as close to capacity as possible, it is easier to keep class sizes reasonable and still have an operating budget.

Question from Jenn G : When does Registration open? Terry explained that registration opens February 2, 2026 and closes mid March. We will have a better idea of expected attendance after registration closes.

II. BUSINESS OF THE MEETING

A. **New Business**: None.

B. **Admin Report**: Presented by Principal Volk

1. Enrolment Projections 2026-2027

There are 130 students from Big Lake currently attending Annunciation and St. Thomas More. The division is changing the boundaries in order to balance enrolment at all three schools. We do not expect many students from STM, since it would involve moving schools twice in two years. Transportation will still be



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provided to STM for their grade eight and nine students, so that will make it more attractive for some students to stay there.

Grade	Current Enrolment	Projected Enrolment	Projected Class Config	Projected Class Size
Kindergarten	72	92	4	23
Grade 1	55	89	4	22
Grade 2	75	72	4	18
Grade 3	77	92	4	23
Grade 4	83	94	4	24
Grade 5	87	100	4	25
Grade 6	107	104	4	26
Grade 7	91	124	5	25
Grade 8	103	91	4	23
Grade 9	113	103	4	26
Total	863	961	961	41

2. Open House 2026

Since we are expecting a number of new students next year, we anticipate quite a few families will be attending our Open House. We will make a point of welcoming our new families from Big Lake. As we've done for the past few years, we'll have a brief presentation, some student testimonials and then we'll break out for self-guided tours. Kindergarten families will have their own presentation and then will move to the kindergarten room. SAC members always welcome and student leadership are working on a video.



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3. Optimal Learning/IB at BDM

The division is focusing on Optimal Learning right now. This will set conditions for learning and strategies for achieving Optimal Learning. It is likely that this will form the basis for our growth plans.

Ms. Volk gave a presentation to all principals on Collaborative Inquiry at BDM which was very well received and which served to emphasize how far along we already are in terms of optimal learning, which was gratifying.

4. Feedback - format for MYP Conferences

We would like to review the format for our MYP conferences and get parent feedback. We have to have a student-led component, where students are discussing their progress. That could be in the gym or it could be in classrooms. Terry posed a question to those in attendance, what do parents want?

- All in attendance agreed they like the gym format. The classrooms can be very loud and it's nice to have some one on one time with the teacher and student. Parents asked if there was an option to meet with more than 3 teachers. Maybe meet with 3 core subject teachers and 1 option? Terry will look into this and get feedback from teachers.

C. IB Report: No new updates at this time.

D. Calendar Of Events: Presented by Vice Principal Edwards

As always, school events can be found on the calendar on the school website :)

January

- IB Learner Profile Focus for January – Risk-Takers
- Mon Jan 5 - First Day of Classes After Christmas Break
- Fri Jan 9 - Epiphany Liturgy (1:00 PM Start Time, Odd-Numbered Grades in the Large Gym)
- Mon Jan 12 - Joe Naccarato (Superintendent, Student Services) Visiting BDM (Afternoon)
- Mon Jan 19 - Bishop David's Birthday Celebration (9:00 AM Start Time, Even-Numbered Grades in the Large Gym) & Superhero Day!



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- Tue Jan 27 - MYP Winter Concert (7:00 Performance Start Time, West Meadows Baptist Church). January Summary Reports Become Accessible on PowerSchool to Parents/Guardians and Students (4:00 PM)

February

- IB Learner Profile Focus for February – Caring
- Mon Feb 2 - EDIAR Presentations for Upper Elementary Students & MYP Students
- Thu Feb 12 - Open House (6:30 PM Start Time)
- Fri Feb 13 - St. Valentine's Day Fun!
- Mon Feb 16 - Family Day (No Classes)
- Tue Feb 17 - Following a Monday Schedule for Grades 1-9, Shrove Tuesday (don't forget to order pancakes for hot lunch!)
- Wed Feb 18 - Ash Wednesday (liturgy to take place). Grade 9 Immunizations – Day 1 of 2 (All Day, Room 202)
- Thu Feb 19 - Grade 9 Immunizations – Day 2 of 2 (Morning Only, Room 202). No classes for Kindergarten. (No Transportation)
- Wed Feb 25 - ECSD Staff Faith Development Day (No Classes)
- Thu Feb 26 and Fri Feb 27 - Teachers' Convention (No Classes)

March

- IB Learner Profile Focus for March – Principled
- Sun Mar 8 - Daylight Saving Time Begins – Spring Forward
- Thu Mar 19 - Student-Led Conferences
- Thu Mar 26 - Full Day of Classes for Grades 1-9
- Fri Mar 27 - Early Dismissal (12:15 PM) for Grades 1-9
- Spring Break (March 28 – April 6)

III. ADJOURNMENT

Meeting adjourned at 6:36pm by Larissa.



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Next meeting will be on Wednesday, March 4, 2026, at 6:00 PM in the Learning Commons/
Teams online.

LEWIS FARMS (LF) FUNDRAISING ASSOCIATION MEETING 2025-2026

I. CALLED TO ORDER – 6:36 PM

II. Business of the Meeting – Presented by A. Bernath

- Received two “Request to Fund” for Grade 7 field trip to Drumheller and sports equipment. Both approved.
- Casino fund remains at \$82, 523.98. General Fund balance of \$667.38
- Jessica asked “When do the casino funds need to be spent by?” April answered, before the next casino which BDM is eligible for this year. Will look at purchasing Epson boards to use up funds. Let LFFA know of any other requests.

III. Adjournment – 6:47 PM

Next meeting will be on Wednesday, March 4, 2026, immediately following the SAC meeting, in the Learning Commons/Teams online.