



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

Meeting Date: September 24, 2025 @ 6pm in the Library

Present: Aman Rana, Chair SAC
Dwayne Vodden, Vice Chair SAC
Jennifer Pino-Willock, Secretary SAC/LFFA (Online)
Richard Carr, Treasurer LFFA
Terry Volk, Principal
John Edwards, Assistant Principal
Joseph Estephan, Assistant Principal
Lyndsy Panizzon, IB Representative
Christine Santin, Teacher Representative

A total of 25 people were present - 15 people in person and 10 online.

A quorum was reached with the Chair, Vice Chair, Secretary, and Principal being present.

SCHOOL ADVISORY COUNCIL ANNUAL GENERAL MEETING 2025-2026

I. CALLED TO ORDER – 6:03 PM

- A. Opening Prayer
- B. Treaty 6 Acknowledgement
- C. Roll Call
- D. Previous Minutes Accepted – Dwayne V motioned to accept, and Larissa C seconded
- E. School Council Annual Report – Aman submitted the annual report this summer to the Alberta School Council Association outlining what the council did the last school year; hearing feedback from the teachers and administration on how the kids are doing; PAT results; any issues; the extracurricular activities; and taking on the parents' voice and sharing that with the school so that we can work together as a community to make the school a better place.
- F. President's Additional Notes – Parent Participation in School Council Matters! We help shape the environment our children are learning and growing up in! Your presence in person and online shows your children that you care! Thank you to the parents who attended, and especially to Terry, John, Joe and all the teachers and administration.



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

II. BUSINESS OF THE MEETING

A. New Business: Presented by Principal Volk

- School Council Review of Bylaws: Aman, Dwayne and Jennifer are no longer able to serve in their positions as they have completed their three-year commitment in their current role.
- General Responsibilities of the roles (Chair, Vice Chair, Secretary and Teacher Representative) were explained
- Election and Nomination of New Officers:
 - Chair - Dwayne Vodden
 - Vice Chair - Larissa Chenier
 - Secretary - Jessica Gordon

Congratulations to the new officers and thank you to the previous officers for your hard work and dedication!

B. Items for Discussion: Presented by Principal Volk

- Hot Lunch – Starts October 17. More information will be sent in the newsletter. Sign on to healthyhunger.ca to register your students and order lunches!
- Other – Do we continue the use Microsoft Teams for meetings? Dwayne appreciates having the online option and this hybrid model. Will continue to use Teams and in person for the Student Association Council meetings.

C. Admin Report: Presented by Principal Volk

1. Lyndsy Panizzon is here to give the IB Update.

MYP and PYP Evaluation:

- Preliminary document reviews were submitted November 15, 2025
- Documents are submitted to the IB to review and check for compliance with IB standards and practices
- Self-study questionnaire deadline: 01 February 2026
- Evidence is submitted for each standard and practice.
- Tentative evaluation visits dates: 20 April – 22 April 2026
- Two teams of evaluators will come and visit to meet with teams of teachers, students, and parents to understand their experience in the program.
- Policies: Staff collaboratively reviewed and updated all of BDM's policies in order to make them more easily accessible and usable for the school community. They will be introduced to students and parents and will be updated on the school website. Parents will be given



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

more information about being a part of the evaluation process at a future parent council meeting

-Question: Jenn G asked if parents would be notified in advance to attend the IB evaluation sessions in April. Lyndsy explained more information will be sent out to parents closer to the event.

- Remember to follow us on social media to see what's going on in the school. Post daily.
 - Instagram – [bishopdavidmotiukecsd](https://www.instagram.com/bishopdavidmotiukecsd)
- <https://www.instagram.com/bishopdavidmotiukecsd>
- Facebook – Bishop David Motiuk School ECSD
- <https://www.facebook.com/profile.php?id=100063824809078>

2. Registrations/Staffing/Budget

- We had a terrific start to the school year! We are down 220 students from this time last year – as of today, we are at 857 students—we have been able to keep class size fairly reasonable and we actually have more room than we had when we opened (we know that won't last, but we are enjoying it while we can). We are really excited to have all our lab spaces as designated spaces again without having to use them as teaching spaces throughout the day. We don't have to use the Art room or the Foods lab for instruction throughout the day. We have our library back and we've reinstated our Makerspace. It's an exciting year!

PRIMARY YEARS PROGRAMME

MIDDLE YEARS PROGRAMME

Class	Total	Class Avg	Class	Total	Class Avg
Kindergarten	72	18	Grade Six	104	26
Grade One	54	18	Grade Seven	91	30
Grade Two	75	25	Grade Eight	101	26
Grade Three	76	26	Grade Nine	112	28
Grade Four	84	28	Total MYP	408	
Grade 5	88	29			
Total PYP	449		Total Enrolment	857	

- In terms of staffing...due to reduced allocations and lower enrolment, we have had to reduce our staffing levels. We are down thirteen teachers, one educational assistant, five TABTs, one TASL, one interpreter from last year. Total staff last year was 84, this year, it is 61.

MEET THE STAFF

ATA Certified Staff		Support Staff	
---------------------	--	---------------	--



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

Teachers	30	Clerical Support	3
Inclusive Coach	1	Media Resources	1
Instructional Coach	1	Educational Assistants	9
IB Coordinators	2	Therapeutic Assistant - Behavior	3
Chaplain	1	Emotional Behavioral Assistant	1
Assistant Principals	2	Family School Liaison Social Worker	1
Principal	1	Therapeutic Assistant – Speech & Language	1
		Custodial	4
Total ATA Staff	38	Total Support Staff	23
Total Staff	61		

3. School Budget

- In our building, we receive 5,214,904.00 through allocations (Basic Grant, Inclusive Ed, ELL etc), which is down 999,741 from last year. Last year, we were able to access a few hundred thousand dollars from our accumulated surplus to supplement staffing. This year, we were able to use 150,000. It wasn't much, but we were able to keep class sizes reasonable. We do not have a large surplus anymore, so next year, we will be facing the same realities as other schools – we may have to look at larger class sizes.
- We have had a few budget expenditures this year. First, we have had to replace our bike racks, since they are rusting from the bottom and can't be attached to concrete anymore. The new bike racks are in and we are just waiting for staff from facilities to install them.
- We are also keeping an eye on our Epson boards, since they are now nine years old and they are starting to fail. The problem is that they were installed all at once, so they are failing at the same time, too. Each board/projector is around 4000, so replacing throughout the school would be challenging, since we would need 40 boards (160000).

4. Parent Access to the Building

- We are very happy to welcome our parent volunteers and we are so grateful for all they do for us. Parents simply sign in at the office. At the beginning on every school year, parents will need to fill out a new volunteer form in the office.

5. Emergency Preparedness Plans

- Fire Drills, Shelter in Place, Lockdowns – we are required to have six fire drills and six lockdown practices over the course of the year. We tend to do fire drills in Fall and Spring and lockdowns are spread over the entire year. Sometimes, we pull the fire alarm during lockdowns, just to make sure that students know what NOT to do during a lockdown. We have had two fire drills already. We'll have a third one soon. We usually practice lockdowns when the weather is cooler.



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

6. Assurance Dashboard

- We completed our School Plan for Continuous Growth in the Spring and we will be tweaking it throughout the year.
- To see the Division Plan and our own School Plan, you just have to go to our website, click on School Information, and then click on School Assurance Dashboard in the left hand menu.
- This year, for our Living Our Faith goal, we continue to work on developing strong ties with Annunciation Parish and we will continue to explore the Five Marks of Catholic School Identity as a means of deepening our faith.
- For our Learning Excellence goal, we will engage in teaching and learning experiences that focus on building capacity and competency in a holistic manner and are reflective of students' needs, so that we can create a culture of growth. We want our students to be curious, to ask questions and to take risks. We want students to understand that mistakes are opportunities for growth and we learn from them. We will also be maintaining our focus on academic excellence. We do not have PAT results from June yet, but over the past several years our PAT scores, on average, have been higher than provincial and division averages.
- This year is our International Baccalaureate self-study and evaluation year, so we are looking forward to examining where we are at and how we can continue to be better and better at what we do.
- Finally, in terms of organizational excellence, we will be focusing on refining our foundational knowledge about First Nations, Metis and Inuit with a focus on action.

7. Questions

Job Action – for updates, visit <https://www.ecsd.net/labourupdate>

D. **Calendar Of Events:** Presented by Joe E

Sept 4 – school opening liturgy, was at 9am.

Sept 9 – We began open gym practices for both boys' and girls' volleyball. As of Monday (Sept 22) both teams have now been selected. Tentative start to the season is Oct 20 (boys) and 21 (girls)

Sept 11 – Meet the Staff Evening – we had a pleasant turnout.

Sept 17 – We had five OFX students from the U of A Ed program begin their observational experience at the school. They have 10 visits, once a week, experience the life and culture of a school.

Sept 18 – We had a Professional Development Day at Star of the North Retreat Centre, where we had Bishop David, Fr Kavanagh, Father Glen, as well as our site Chaplain Mr. Wasik, lead us in prayer and reflection on the themes of Hope and being Confident Witnesses of our faith, and how can we get our students to be confident in professing their faith with others.

Sept 19 – Picture Day



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

Sept 23 – We had a Public Health Nurse come present to the Grades 6 and 9 students about immunizations for the year. (Grade 6 Nov 18-19) (Gr 9 Feb 18-19)

Sept 25 – Spirit Wear orders end. Cut off time at 11:59pm.

Sept 29 – Truth and Reconciliation Liturgy, 9am. This is also Orange Shirt Day. More education about this day will transpire in classrooms throughout the day.

Oct 2 – Cross Country Run MYP @ Rundle Park. Races begin at 12:30pm-2:15pm.

Saturday, Oct 4 – Band 7 Jumpstart program at Oscar Romero High School

Sunday, Oct 5 – World Teacher's Day

Oct 6 – Potential Strike Day • For ATA members Thurs and Fri there's an information meeting about the offer that was presented, then Sept 27/28 is where teachers take a vote.

Oct 10 – Thanksgiving Mass – Bishop David will be joining us at the school

Oct 13 – Thanksgiving Day - No Classes

Oct 16 – Grade 9's that showed interest, are attending the Climate Innovations Conference with Ms. Yaschuk - Students will hear from presenters and embark on tours of energy innovations in action at sites around the community.

Oct 17-18 – Oscar Romero Volleyball Tournament

Oct 18 (Saturday) – we're hosting a Babysitting Training Course – (Ms. Pagé to supervise)

Oct 24 – Picture Retakes

Oct 24-25 – St Francis Xavier Volleyball Tournament

Oct 31 – Halloween! Festivities to occur throughout the day at the school.

- E. **New Business:** Dwayne motioned to have an official Volunteer Committee and Volunteer Coordinator in the parent council. In addition, to have callouts for volunteer positions posted online on the website or in the newsletters etc. The motion was made by Dwayne and seconded by Aman. A vote was made, and the motion was accepted. Jenn G will be our new Volunteer Coordinator.

III. **ADJOURNMENT**

Meeting adjourned at 7:13 PM – Dwayne V motioned to accept, and Amar R seconded.

Next meeting will be on Wednesday, October 29, 2025, at 6:00 PM in the library

LEWIS FARMS (LF) FUNDRAISING ASSOCIATION MEETING 2025-2026

A. **BUSINESS OF THE MEETING**

- Election of Officers:

President – Jenn Krawchuk

Secretary – Jessica Gordon

Vice President – April Bernath

Treasurer – Richard Carr



Bishop David Motiuk

Catholic Elementary/Junior High School

School Advisory Council & LF Fundraising Association

- A new bank account was opened for “general funds” separate from the Casino funds.

Thank you to the officers for your continued hard work and dedication!

B. ADJOURNMENT

The meeting was adjourned at 7:22 PM