

Spitzee Elementary School Council Minutes

June 11, 2025

Attendees: Jody Hoogwerf, Roz Neighbor, Shannon Culbert, Bill Holmes, Phil Irwin, Tess Pfeifer, Karalee Fox, Tricia Swallow, Danielle Woodruff
Regrets: Tiegán Jamison

Call to order @ 6:31pm

Welcome & introductions: current council exec & staff

Chairperson- Jody Hoogwerf

Vice Chairperson- Tiegán Jamison

Treasurer- Tricia Swallow

Secretary- Tess Pfeifer

Fundraising Chair - Dannielle Woodruff

Teacher Rep-

Land Acknowledgement

We acknowledge this land on which we reside, work, and learn as the traditional territories of the people in treaty 7 of southern Alberta including the Siksika, Piikani, Kainai, Tsuut'ina, and Stoney Nakoda First Nations, and the Metis Nation of Alberta Region 3.

In the spirit of this acknowledgement, we hold thanks in our hearts for the beautiful gifts and lessons these lands hold.

We also acknowledge the tradition of councils that have been practiced on these lands long before our time here. We commit to the understanding that all members of this community are responsible for teaching our children, to ensure the origins of these lands continue to be honoured and respected.

Approval of minutes

(all mtg minutes posted to FB page and to communication boards outside the office and on the boards outside)

Motion to approve - Karalee Fox

Second - Tricia Swallow

Trustee report-Mr. Phil Irwin (10 minutes presentation, 5 minutes discussion and questions).

Foothills Footnotes - Found on the FSD website

“Navigating Complexity with Purpose and Clarity” with insights into what sustains good governance within the Board of Trustees - engagement, alignment, decision making and strategic priorities.

[Footnotes May 2025](#)

System Based Delegations & Presentations

- Westmount School from Okotoks celebrated the learning that is taking place within their school by presenting their 5-year Education plan.
- Tech Services Director’s Report - Sally Smith - with a focus on developments around the use of AI in the division within schools.

N.B. The common theme and focus of **Engagement-Support-Success** found in the school division’s 5-year Education Plan continues to be evident and celebrated in each presentation made to the Board.

Information / Discussion / Action Items

- Education Plan - Deputy Superintendent, Learning Services, Caroline Roberts presented the updated 5-year Education Plan for FSD
- Budget presentation - Assistant Superintendent, Drew Chipman, Corporate Services
- The town of Okotoks has voted in favor of financially supporting the enhancement of the proposed theatre scheduled to be built within the new high school.

Board Committee Responsibilities and Reports

- Members of the Board attended both the Rural Caucus of Alberta School Boards and the Alberta School Board Association Spring General Meetings held during the first part of the last week in Calgary.
- The Board is hosting a recognition luncheon on Wednesday June 11th, for employees that have received awards for the work they are doing within the division this past year.
- The Board is hosting the annual division wide “Milestones” Employee Recognition Evening this coming Friday June 13th, in Okotoks.
- The evaluation of the Superintendent will be completed on Wednesday June 11th, at the Board’s final governance meeting of the school year.
- Members of the Board and Exec Team will be attending a number of celebrations between now and the end of the year that will include graduations, concerts, pow wows, and numerous awards ceremonies.

Divisional / Ward 5 Highlights and Initiatives

- Foothills School Division hosted the Zone 5 Edwin Parr Celebration at D’Arcy Ranch Golf Course on Friday May 30th, honoring first year teachers who have excelled in their practice. Trustee John Evans was the emcee for the evening.
- The Board and Exec Team met with the Foothills County on May 23rd to discuss a number of topics that we share as partners within the Foothills region

Admin report- Mrs. Culbert/Mr. Holmes (15 minutes 5 minutes discussion and questions)

New Spitzee Motto!

Spitzee School: A place where legacy lives... Eagles Connect... Eagles lead & serve...Eagles soar!

Our Ed Plan is posted to our [website](#). Under the “Our School” menu, click on “2024-2029 Education Plan”.

Engagement: Communicating learning to parents

Support: Advancing Wellness and Well-being

Success: Advancing First Nations, Metis, and Inuit student success – enhance the application of foundational knowledge, support cultural learning and accurate depiction of Indigenous worldviews.

These days at Spitzee...

- Everyone is trying hard to finish up their final units of instruction, grade student work, get Learner Profile comments completed
- There is a lot of energy and lots of celebrations going on. So fun to see grade 1s in their clothing for Sheppard Family Park.
- Some very perceptive students are keeping the adults in line (“Oh and Mrs. Culbert, make good choices...”)
- Mission Impossible! It’s such a great display of all the skills they worked on this year, but they don’t care about THAT... they just want to be on that course!
- Sports Day was awesome! We appreciated the Senator Riley students who returned to Spitzee to help – they were great leaders.
- We are looking forward to Carnival with all the games and the magic show to follow this Friday
- And sssshhhh.... We might all be secretly practicing some new words to an old song for June 26th

Staffing & other info for 2025-2026

- Mrs. Misura is retiring
- Miss Daisy will be teaching Music 3 days/week
- Miss Daisy will be teaching Kindy 2 days/week & Mrs. Beagle 3 days/week
- Everyone else on the teaching staff stays! (from 15 this year to 14.6 next year)
- From 8.8 Educational Assistants down to 4.6 next year
- Final budget decisions have not yet been approved by the board.
- We have not finalized our class configurations for next year yet (Aug 15)
- Morning of Friday, August 29 – drop off school supplies, meet your teacher, see your room
- Kindergarten will return to a Staggered Start (e.g. 6 students on Tues. Sept 2 and so on)

Next year's Ed Plan

- Primary Goals:
 - Continue with Advancing Wellness and Wellbeing, specifically Executive Functioning Skills. – We really just scratched the surface with Impulse Control
 - Continue with Advancing First Nations, Metis, Inuit, Student Success. Deepening our understanding and developing relationships
- Secondary Goals:
 - Classroom Support Plans
 - Literacy and Numeracy Evenings
 - Volunteer / Grandparent Program
 - Teachers presenting in their areas of strength

Upcoming Important Dates

- June 11 School Council @ 6:30
- June 13 Spitzee Carnival – All Afternoon; lunch at 11:45am / 12:15 – Carnival / 1:50 – Magic Show
- June 19 Orange Shirt Day in celebration of Indigenous People's Day June 21
- June 20 PD Day – no school for students
- June 24 9:15am – Grade 5 Farewell Assembly
- June 26 9:00 am - Farewell Assembly (to everyone leaving, especially Mrs. Misura); last day for K students
- June 27 Last Day of School – Kids out at 3:15 p.m.

Council Business:

Many council members are moving on this year, we would like to recognize and thank

Tricia Swallow for her years of dedication and excellence on council. Tricia and her family have supported the council through fundraising, the annual fall dance, playground committee, casino's, and of course her leadership as Treasurer. We will miss Tricia's strong memory and her ability to always recall the rules coupled with her "YES" woman attitude!

Danielle Woodruff for her support as Fundraising co-chair, hot lunch co-chair and also as her time as Secretary. Danielle has been a quiet yet driving force for all things fundraising and hot lunch for the last 2 years. Her creative ideas, flexibility and willingness to get the job done will be missed.

Melissa Duthie, Melissa has done so much for Spitzee school from her volunteer efforts in classrooms to her Hot lunch and fundraising efforts on council. Melissa is a consistent and reliable member of this team...what will we do without her?

Jane Hull said "at the end of the day, the most overwhelming key to a child's success is the positive involvement of parents."

As you 3 ladies leave the Eagles nest, please know you've taken a piece of us with you, but have left more of you with us than you'll ever know.

Jody Hoogwerf will also be stepping down as Chair this year. She will be remaining to help the Council as she can. We would like to thank Jody for all her years of service as Chair.

Summer promotion of council positions - how many posts, when and who?

Volunteers

- We will be requiring new people for executive positions on council as well as volunteers for casino, Hot lunch volunteers and fundraising.
- Casino is set for October 24th and 25th, 2025
- Council is looking into ways to have more family and community engagement. Having volunteers help in classrooms or in the school more frequently.
- Council is planning to have a table at the door in the school on August 29th when parents and students are coming in to find their classrooms and drop off supplies. Council will have sign up sheets for Casino and the other volunteers needed for the year. We will also have the police check paperwork ready for parents to take home.

Summer planning meeting? Are people interested? If so, when?

- Summer planning meeting is set for Wednesday August 20th at 6:00pm at Rio Alta
- Shannon Culbert will book the event.

Meeting adjourned @ 7:52pm

Fundraising Meeting opens @ 7:53pm

-Treasurer report: Tricia Swallow

General account: \$7657.45

Casino: \$2001.16

Playground: \$4262.17

PC Food Support: \$723.89.

Fundraising Update by Dannielle Woodruff

N/A

Funding Requests

Email Motion May 27, 2025

The front glass pane from the gym wall display cabinet, where the minutes are posted, fell apart and needs to be replaced

Motion: Tricia Swallow motions to replace the cabinet.

Seconded: Tiegán Jamison

All in Favor

Meeting adjourned @ 7:57pm

Next meeting- September 10, 2025