



Ecole Secondaire Highwood High School
Council Meeting Minutes
January 20, 2025 at 6:30pm

Attendees: Ian Whitworth, Tanya Franklin, Dave Roberts, Carolyn Lenstra, Dmitri Krys, Cathy King, Phil Irwin

- 1) Welcome & Introductions
- 2) Land Acknowledgement – Tanya F
- 3) Approval of minutes from last meeting – Motion: Ian W / Second: Cathy K
- 4) Additions to and approval of Agenda – Motion: Tanya F / Second: Ian W
- 5) Reports:
- 6) Student Matters Report – Tabled
- 7) Friends of Foothills Schools Foundation

(<https://www.foothillsschooldivision.ca/foothillsfriends>)

- The Highwood Theatre Department was awarded a \$1,000 by Friends of Foothills for the Highwood Theatre Department in response to the Grant application we submitted!
 - There were 16 applicants in total, 13 of which were viable
 - Marica Law
 - Encouraging communication within all available channels and media
 - Upcoming Event – The Heart of Education Gala at the Ranch House, Featuring George Canyon. Tickets are \$140, includes a 60-minute performance, gourmet dinner, and silent action of an Alberta artist's (Renee Gould) painting (<https://www.foothillsschooldivision.ca/foothillsfriends/page/21999/heart-of-education-gala>)
- June 14th Golf Tournament
- Potential Future Event Ideas:
 - Taste of the Foothills
 - Long Table
 - Princess pedal fest- Female only bike rally to support STEM learning
 - Lip Sync (potentially have people pay small fee to vote on an App?)
 - Recently received their AGLC Certification
 - Their AGM will be on March 20th at 7:00pm. They are looking for new Board Members
 - Have recently switched to banking at Servus to avoid unnecessary bank fees so more of the money they go can go back to helping Foothills' schools
 - They are registered with the CRA and as an Alberta Charitable Society so they can issue tax receipts for charitable portion of purchases
 - Want to continue to focus on their (4) Learning Pillars:
 - Enhanced Learning Support
 - Emergency Relief for Families
 - Empower Flourishing Communities
 - Grant Opportunities



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- They have recently completed (2) strategic planning sessions and are looking to develop their own stand-alone website (arms-length from FSD), which they would welcome support on.
- Phil Irwin (Trustee)



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WARD 5 TRUSTEE'S REPORT FOR DECEMBER 2024

Foothills Footnotes ... found on the FSD website

For November ... *How evidence-informed decisions advance continuous improvement*

System-Based Delegations & Presentations –

- Sandy Stewart from Transportation reported on bussing within the division:
 - 72 routes and fulltime buses ... with 13 spare buses
 - 13 spare bus drivers
 - Grade level of students dictates the size and number of buses needed
 - New drive limit changes dictate that 8 additional buses will be needed for next year
- Caroline Roberts shared the school division's Annual Education Results (AERR) with the Board ... on the website.
- Drew Chipman presented the Audited Financial Statements for the 2023-2024 school year ... the division came in under budget but still had to rely on using some of the reserves that the Board had agreed to tap into to meet the division's financial needs ... on the website.
- Dave Roberts and Carolyn Lenstra presented their school's Education Plan focused on engagement, support, and success. Their presentation was followed by a detailed and informative report by the school's French Immersion department highlighting its areas of success, areas for growth, and next steps.
- Dave Barton, Director of Risk and Materials Management, gave a presentation that included updates on training, site inspections, hazard assessments, and incident reviews.

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

- The Board petitioned the Minister of Education to enter into a Loan Agreement to purchase 10 buses in order to meet the walk limits scheduled to come into effect next September. As well, the Board approved the Memorandum of Understanding between FSD and the Bus Driver Assoc.
- The Board discussed the recent COSC meeting held in FCHS. The meeting was well-attended by school council chairs and members. The next meeting is scheduled for January 20, 2025.
- Changes to AP 423 re: "Instructional Time" were reviewed.
- Trustees, Exec Team members, and/or some FSD officials will be attending the numerous concerts that will be taking place with the division before the Christmas break. In the High River area alone, there are five such programs with some being offered more than once so all parents can attend:
 - Highwood Jazz Concert – Thursday, November 28th
 - Highwood High Christmas Concert – Tuesday, December 10th
 - Spitzee Christmas Concert – Tuesday, December 10th and Thursday, December 12th
 - Joe Clark Christmas Concert – Thursday, December 12th
 - Senator Riley Christmas Concert – Tuesday, December 17th

Board Committee Responsibilities and Reports

- The Board was involved in its own professional development session in December focusing on the needs within the system to be able to provide enhanced learning environments for all students.
- In December, the Board visited two of the schools - Blackie and Cayley - that have presented their education plans since September. We're calling it a "Celebration of the Education Plan in Action" visit. These visits replace the Board's annual visit to every school and will have a specific focus tied to each school's education plan.

Divisional / Ward 5 Highlights and Initiatives



Phil Irwin – High River's FSD Ward 5 Trustee and previous Director of RCASB from 2022-2024

- Administration



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- Carolyn Lenstra / Dave Roberts / Dmitri Kryss
 - Basketball is in full swing
 - Semester 1 has come to a close – continuing with final exams
 - Using Vretta as a secure browser for the first time to complete final exams. Initial exams saw 200+ students writing using Chromebooks. Support from Division Office and Tech Services
 - Presented the Education / FI Plans on December 11th, they went very well
 - The Athletic Awards Banquet is tentatively scheduled for Thursday June 5, 2025
 - The Highwood Scholarship Committee – Awards & Scholarships night is planned for Tuesday June 24, 2025
 - Student art work is currently on display at the downtown Calgary Library
 - Upcoming Dates to Note:
 - February 3rd – Learner Profiles out for Semester 1
 - February 16th to March 18th – France Exchange (5 Students going to France)
 - February 17th – Family Day Statutory Holiday
 - February 18th – School Closed
 - February 19th – Local PD Day (AI Workshop)
 - February 20th & 21st – Teacher's Convention in Calgary
 - February 24th – Rugby and Badminton Start
- 8) Ideas for the School Council \$500 Grant Spend – push to next meeting
 - [ASCA Workshop - Fundraising Associations Foundation Learning Opportunities](#) (\$400+GST). Ref
 - [ASCA Learning Opportunities](#)
 - Other Suggestions?
- 9) Next meeting – February 24, 2025
- 10) Adjournment – 7:36pm