

Spitzee Elementary School Council Minutes

March 11, 2026

Attendees: Rozlyn Neighbor, Karalee Fox, Teresa Lund, Krista Mace, Kathy King, Kayla Baxter, Jackie Roe, Shannon Culbert, Bill Holmes, Tess Pfeifer

Regrets:

Call to order @ 6:30PM

Welcome & introductions: current council exec & staff

Chairperson- Rozlyn Neighbour

Vice Chairperson- Teresa Lund

Treasurer- Karalee Fox

Secretary- Tess Pfeifer

Fundraising Chair - Rozlyn Neighbour

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 within the Battle River Territory.

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 - Tess Pfeifer

Trustee report-Ms Jackie Roe

Trustee Report to School Councils - February/March 2026

ENGAGEMENT - SUPPORT - SUCCESS

BOARD HIGHLIGHTS

(Detailed information can be found on Foothills School Division's ["Footnotes"](#))

- School tours continue. We have visited Longview, Diamond Valley, and Colony Schools, most schools in High River and Okotoks, and also Transportation and Facilities. It's been a great experience to see all our division has to offer, and even better to have a chance to meet staff and students at each site. These have been whirlwind tours, and as a Board we all hope to have an opportunity to spend more time at each school in the future.
- Foothills (Fast Forward to Flourishing" initiative is continuing. Parents and community are asked to share their perspectives at: [Flourishing Forward - Guiding Governance Questions | FSD Connect - Public Engagement Portal](#)
- The Board has begun their Municipal Partner Meetings. We have met with town council members from Diamond Valley, Longview, and High River, Okotoks and Foothills County. The goal is to build strong, communicative relationships to create opportunities for collaboration between school and community, which will benefit us all.
- The Annual Assurance Survey is now closed and the data collected by Alberta Education and Childcare is shared later with the division. FSD also provides their own Assurance Survey to all families. It will be sent in April.
- Board Chair, Theresa Letendre, reached out to the Premier, the Minister of Education and the Minister of Mental Health and Addiction in hopes of promoting Foothills region to be considered as an expansion site for an Integrated Youth Services (IYS) Hub, The response to this request is available to the public on FSD's website
- Learner Profiles are now available on Edsembli

PRESENTATIONS TO THE BOARD

Indigenous Learning & Equity - Charity Tegler, Director

Inclusive Learning, Wellness & Well-Being - Cora-Leah Schmitt, Director

Employee Services - Angie Zimer

Professional Learning & Education Partner Relations - Chase Ellis, Director

AI and Edsembli Presentation - Doug Stevens, Director

ACTIVITY UPDATES AND UPCOMING EVENTS

- Attended Zone 5 ASBA meeting on March 6th at Rocky View School in Airdrie
- Continued school and Division site tours
- The Edwin Parr award recognizes outstanding first year teachers, and Foothills is so pleased and proud to have three nominees for this honour. The Zone 5 awards event will be held in High River for the first time on May 14th.

Reminder of 2026 ASBA awards deadlines & upcoming events

- Edwin Parr Teacher Award | Deadline: March 18, 2026
- Friends of Education Award | Deadline: March 18, 2026
- Lieutenant Governor of Alberta Student Award | Deadline: April 13, 2026
- Community Engagement Award | Deadline: September 16, 2026
- School Board Innovation and Excellence Award | Deadline: September 16, 2026
- Distinguished Service Award | Deadline: September 16, 2026

- Young Author's Conference - Saturday, May 9 at Holy Trinity Academy

Teacher Report: Kathy King and Krista Mace

Kathy and Krista are excited to bring back ONE SCHOOL ONE BOOK! This year we will be reading An Owl Without a Name by Jenna Greene.

Benefits to OSOB

- Promote literacy
- Encourage discussion of various themes
- Support social emotional learning
- Build a sense of community
- Family engagement

Plan

- Kick off is April 7th
- Colour contest - winner for each grade
- Daily Trivia on announcements
- Where is the Owl competition
- Owl fact resources
- Learning Commons: Owl Week
- April 23 - Closing Assembly featuring a Mystery Reader

Cost

\$2000 - \$10/book

Also looking for funds for prizes

Motions to be discussed during the fundraising meeting

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

Spitzee Ed Plan

- Our Ed Plan is posted to our [website](#). Under the "Our School" menu, click on "Education Plan(s)", then Year 2.
- Engagement: Volunteerism, Communication with parents, Professional Learning Teams
- Support: Executive Functioning Skills, School Culture, Classroom Support Plans
- Success: Advancing First Nations, Metis, and Inuit student success – enhance the application of foundational knowledge, support cultural learning and accurate depiction of Indigenous worldviews; Literacy & Numeracy evening for families; design challenges.

These Days at Spitzee...

- Kindy is making sensory bins!! Social Emotional Learning is an important part of child development and self- awareness and regulation are a part of these. Prior to learning about emotional senses, physical senses are the first level of awareness. Kindy is looking for donations of small items such as: small plastic animals, small vehicles/diggers/dump trucks, silk flowers, small tongs, tweezers etc... to put in the bins. Also donations of "fillers" such as dried chickpeas, dried black beans, rice, popcorn seeds etc..

- Grade 1 – Math is Fun! 1S learned a new Math game called Rock, Paper, Scissors, Math! 1T is walking to Medicine Tree Manor on Friday. Continued request for parents to have their child review their heart words and read their decodable home reading books. At this time of year teachers are looking for fluent readers! Rereading decodables helps to build fluency and listening/reading a picture book each day provides children an exposure to 78000 words/year (Molly Ness)
- Scientists in School (Virtual) Workshops – Gr 2 & 3
 - Gr 2 Laberge – Cycling through Life - April 10 @ 1:45pm
 - Gr 2/3 Saunderson - I Kike to Move It - April 13 @ 11:00am
 - Gr 3 Bulmer – I Like to Move It presentation – April 8 @
- Gr 4-5 French Canadian Band Performance at DMG – March 5 (1:00-2:00). This is being used as a way to get the kids hyped about Manie Musicale.
- Ski Trip was a great success as was Stix and Bones!!

Complexity Team Update

- Jacquie Irwin joins the staff as our teacher for the Complexity Team
- We are in the process of hiring the EA positions and formalizing how the support is best utilized.

Upcoming Important Dates

- March 1-12 Purdy's Chocolate Easter Catalog Fundraiser
- March 11 – School Council @ 6:30 p.m.
- March 16 – (Monday) Divisional PD Day
- March – ILP reviews
- March 20 – ALL TALENT SHOW - VIDEOS SUBMITTED BY 3:30
- March 27 – Talent Show
- March 30 - April 6 - Easter Break
- April 2/25 Hand Out Purdy's Easter Choc Fundraiser in Gym from 2:00-4:00pm
- April 15/16 – Interviews
- April 15 & April 16 Council Table Set up by the Learning Commons to promote Volunteering and joining us at Council Meetings. Also let's Promote the Book Fair and Purchasing Wishlist Books for Classes, as well as Hand out Classroom Wishlist Fundraising Posters. Cupcakes to hand out!
- April 15 Parent Teacher Interview Teacher Dinner Provided by council from My Pizza.
- April 13 to 16 – Book Fair
- April 17 - Divisional PD Day
- April 23 – Paws, Claws & Stars –
- Science Centre – Gr 4's & 5LM
- April 24 - Volunteer Appreciation Tea
- April 24 - *Regular School Day*

Council Business:

We want to set Future Councils up for success and build on the hard work done on the Drive by past council members. We will add Hot Lunch, Good Food Box Program Management information to the Council Drive. Teresa to help Build the Hot Lunch Program for the drive? Roz will do good food box program information.

Future Action Items

- We need to submit our Council Community Impact Report for Friends of Foothills School after the Castle Mountain Ski Trip. Due June 30/26. Photos on the Mountain and one Page Letter. Roz has Email to Send the Report to.
- AGLC Report and Annual Return will be coming due before June. Will file and get done.
- Offer is open to all Classes to walk to Evelyns Memory Lane for Ice Cream Council to arrange if Given Class Date/Time Open offer anytime to any class to End of School Year. Would Shannon like to send an email to Teachers to put this offer forward in April? They can email Council Directly with preferred Date/Time and we can arrange for them with Memory Lane.
- We will plan to support with Grade 5 Farewell (Parents have been asking if there are any plans)
- We will plan to support Patrollers Year end Celebration.
- We will also provide Prizes/?BBQ Hot Dogs? / whatever Volunteers or support is needed for The Year End Carnival. Please have the Carnival Team reach out and let us know where we can help by May so we have time to arrange/order prizes if we are needed.

Meeting adjourned @ 7:13 PM

Fundraising Meeting opens @ 7:14 PM

Treasurer Report By Karalee Fox

Casino Funds were Deposited to the AGLC account February 17/26 in the Amount of \$66,995.14

General account: \$14,453.32

Casino: \$70,012.85

PC Food Support: \$3647.64

Fundraising Update by Rozlyn Neighbour

Spitzee School Council Fundraising Report

All Fundraising & Donations are paid up to date & in the accounts.

September

Settle in to Back to School No Fundraiser

October

Teamfund Bacon for "All Things Science"

\$1858.00 Raised; Etransfer to General Account Done.

November

Purdy's Chocolate Christmas Online Catalog for Field Trips \$1785.90 Raised Cheque coming for General Acct. by Mail. Deposited by Teresa Confirmed by Karalee Done.

\$500 Donation to Spitzee Council from The High River Legion for Spitzee Community Engagement Initiative , Karalee Deposited Cheque to General acct Done.

December

Focus on Giving Tree Donations

About \$4000+ Raised in Gift Cards for Families in need from local Business's alone for our Giving Tree Initiative

50/50 Cash Raffles at Each Christmas Concert for our Music Program

AGLC Licence #761039 \$192.50 Licence #761041 \$510.00 Licence #761047 \$347.50

AGLC Licence #761051 \$352.50 Licence #761044 \$102.50 amounts Raised.

Cash to be deposited to AGLC Acct by Karalee Separately to match Filed Reports-Done Total of \$1505.00 Raised for Music with all Christmas Concert 50/50 Raffles Done.

\$232.50 Cash Donated from Concert Raffle winners to Council to be deposited to General acct Done.

\$1000.00 Grant from Friends of Foothills Schools for our Castle Mountain Ski Trip Initiative Karalee Accepted Cheque & Deposited to General Acct. Done.

January

Jan 5th-9th Trailer Bottle Drive for Learning Commons. Okotoks Bottle Depot will sort & Etransfer Spitzee fundraising@gmail.com (General Acct) amount raised \$779.05 Done/Confirmed. Done.

February

1-21 Teamfund Fill Your Freezer Fundraiser for our Art Program.\$1364.00 Raised. Etransfer in to General Account Done.

Upcoming Fundraisers

March- Current Fundraiser Running!

Purdys Easter Catalog Online for Learning Resources. Up to 30% Profits!. Cheque will come By Etransfer to General Acct.

April

Classroom Supplies Wishlists Fundraiser Emails Sent out with 3 weeks for parents to purchase items to send in.

Roz working on a Poster

May

Bottle Wars! - For Field Trip Deficits

Through Okotoks Bottle Depot Trailer Delivered & Picked up. The pay us by Etransfer (To the General Account)

June -End of Year

Hot Lunch Profits for Fundraising are way down, around 50% less than last year so far. We need to bring back some extra Popcorn & Cookie & Smoothie Days, and really start maximizing which Restaurants are most popular and making the most. We have had amazing success with our Parent Volunteers for Hot Lunch this year!

Teresa is working to secure Popcorn Days with Okotoks Theatre they provide Fundraising Big Bags. Extra Dates we are hoping to Add;

May 7 Cookie & Popcorn

May 20 Cookie & Popcorn

Let's all Start thinking of some larger initiatives/Priorities for Fundraising we would like to offer to achieve for Spitzee next Year, make some goals. Before Year End in June? For example; Chomp Saw Class Set, Robot Pens, ? Outdoor Classroom ? Greenhouse ? More Clay for Kids Classes? When we have specific Goals it helps open possibilities to Grants.

Vote on a Budget for Council Volunteer Gifts. Teresa had the idea for a Local Gift Card and Small Plant.

Alien - In-Line - Tabled for next month

Motions

Date	Motion	Amount	Account	Motioned By	Seconded By	All in Favor	Online or In Person
3/11/2026	To spend \$1000 on OBOS books to bring price down to \$5.00 a book for	\$1,000.00	General	Roz Neighbor	Tess Pfeifer	Yes	In Person
3/11/2026	To spend \$500 on OBOS prizes	\$500.00	General	Karalee Fox	Teresa Lund	Yes	In Person
3/11/2026	To spend \$250 on Volunteer Gifts	\$250.00	General	Tess Pfeifer	Karalee Fox	Yes	In Person
3/11/2026	To spend \$1500 on a ChromeCart to charge the new Chromebooks from the division	\$1,500.00	Casino	Tess Pfeifer	Karalee Fox	Yes	In Person

Meeting adjourned @ 7:55 PM

Next meeting- April 8/2026 Spitzee Library Learning Commons @630pm