

Spitzee Elementary School Council Minutes

May 13, 2026

Attendees: Rozlyn Neighbor, Shelby Peters, Teresa Lund, Tess Pfeifer, Karalee Fox, Mel Connor, Shannon Culbert, Bill Holmes, Chantal St.Jean

Regrets: Jackie Roe

Call to order @ 6:32PM

Welcome & introductions: current council exec & staff

Chairperson- Rozlyn Neighbor

Vice Chairperson- Teresa Lund

Treasurer- Karalee Fox

Secretary- Tess Pfeifer

Fundraising Chair - Roslyn Neighbor

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 - Teresa Lund

Second - Tess Pfeifer

Trustee report

Jackie Roe – FSD Trustee Ward 5

Trustee Report to School Councils – For the period of March/April 2026

ENGAGEMENT - SUPPORT – SUCCESS

BOARD HIGHLIGHTS

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

- School safety was brought into the forefront with the tragic events in Tumbler Ridge. The Division has been listening to parent and student feedback on their concerns and needs.
 - School divisions across Alberta were asked to incorporate best practices and procedures to enhance the safety of our schools. As a Board, we found that much of the requirements already exist in Policy 14 – A Place for All.
 - Collaboration with RCMP continues to ensure schools, systems and practices are being consistently assessed. Detachments, communities and the Division are collaborating on safety processes.
- Budget discussions have begun and continue for the 26/27 school year.
- The Board is reviewing policies as they pertain to Bill 25.

PRESENTATIONS TO THE BOARD

- Indigenous Learning & Equity – Charity Tegler, Director – May 13, 2026
- Coordinator Report: Wellness and Well-being, Monica Crane – May 13, 2026
- Technology Services – Sally Smith, Director – May 13, 2026
- School Presentation: École Percy Pegler School Education Plan – April 29, 2026
- Risk and Materials – Dave Barton, Manager – April 29, 2026
- Technology Services – April 29, 2026

ACTIVITY UPDATES AND UPCOMING EVENTS

- Participated in the Edwin Parr Nominee interview on April 20 in Airdrie. All candidates were outstanding; it was easy to see why they were nominated. The celebration is May 14, 2026 in High River and will honour nominees from across Zone 5.
- Attended Zone 5 ASBA meetings on April 10th at Golden Hills School Division in Strathmore, and May 1st at Canadian Rockies School Division in Canmore.
- Foothills School Division is delighted to present eight 2026 nominees for the Honouring Spirit: Indigenous Student Awards. All of the nominees are inspiring students and deserve recognition for their outstanding commitment to both their culture and education. The Board looks forward to celebrating and honouring these students on May 30, 2026, in partnership with Foothills School Division's Indigenous Graduation Ceremony at the Town of Okotoks Powwow.
- I plan to attend as many graduation and commencement ceremonies as possible, if your school wishes to have me there.

Presentation from Senator Riley

Who Are We?

- École Senator Riley Middle School is a Grade 6–8. Dual track French Immersion School. Located in the town of High River, Senator Riley was initially a Jr. Sr. High School built in 1953. Home to the Mustangs and Regals, Senator Riley offered a robust academic and athletic program in the

Foothills School Division. ÉSRMS was recommissioned and re-opened in 1996 as a middle school and home to the Colts!

- Our school community serves over 300 students from High River, Cayley and Blackie. We continue to provide high quality learning experience for students through a broad range of educational opportunities including French Immersion, Fine Arts, STF courses, outdoor learning experiences and athletics. Our educational team provides a supportive environment where students feel welcomed and encouraged to set goals and do their best.

What is a Middle School?

Middle years learning refers to education offered to students between the ages of 10-14. These years are critical in keeping students on the path to high school completion and their future careers.

Keys for student success include:

- Participating in hands-on, purposeful and relevant learning
- Creating positive relationships with peers, teachers and other adults
- Being actively involved in the community and feeling supported by family, businesses and other organizations that surround them.

Middle years teachers and principals understand the complex and unique learning needs of this age group.

Middle years learning is developed with a strong awareness of the following five domains:

- Emotional - students are provided with an environment that is emotionally safe at a time when emotions can run high
- Physical - students experience many physical changes during this time period (i.e. growth spurts) and mature at different rates, leaving students vulnerable to negative peer influences if not supported by caring adults.
- Cognitive - students begin to transition from concrete thinking to abstract concepts
- Social - students begin to transition their unique personalities and build their identity outside their immediate family.
- Behavioural - students switch between a demand for independence and a need for direction and regulation. Flexible, yet supportive environments help students make good choices.

Changes at School

- Students will gradually make the transition from one teacher to multiple teachers
- Student leaders in the higher grade can be mentors for younger students (buddy systems)
- Students will start creating personalized learner pathways as the Career & Technology Foundations Program of Studies is integrated into their daily learning. Students can explore different interests that will prepare them to make informed decisions about high school options and extend beyond to post-secondary and the world of work.

Supporting your Child

- Talk to your child about the difference they may experience as they transition to their new school
- Attend the school orientation sessions for incoming students and their families
- Volunteer at your child's school, meet teachers, attend school meetings or events and read school newsletters.
- Encourage the use of traditional or online agendas for homework and check them for assignments. Successful students have a good foundation at home.
- Set a regular time and place for homework to be done. Give and reinforce clear expectations
- Visit the school's website and learn more. Write down any questions

- Make an appointment to visit the school and meet the principal to get a sense of how the school is prepared to support student success. Ask questions.

COMMUNICATION AT ÉSRMS

- | | |
|----------------------------------|----------------------------------|
| ● COLT CONNECTION | ● SCHOOL WEBSITE |
| ● MORNING ANNOUNCEMENT SLIDES | ● EMAILS HOME FROM YOUR TEACHERS |
| ● SCHOOL COUNCIL'S FACEBOOK PAGE | ● YOU REACHING OUT TO THE SCHOOL |
| ● ÉSRMS INSTAGRAM PAGE | |

Staff

- Miss Heather Merricks – Our Amazing Secretary
- Mme Chantal & Mr. Holmes – Admin
- Matt Van Nostrand – Learning Coach
- Grade 6 Team – Mrs. Jennifer Murphy, Mrs. Kelsey Vollrath, Mrs. Kathryn Rickert, Mme Isabelle Morales
- Support Team – 7 EA's
- FSLC – Miss Pam
- YDC
- Learning Commons Facilitator – Rebecca Kylo-Nichols (Also Social Media, School Council)
- 11 other teachers for options and other grades

Physical Education & Athletics

- Daily PE taught by Ms. Blake (Athletic Director) 7 Mr. Holmes
- Students must change into gym strip, which will include a mandatory Colt T Shirt and either shorts or sweat pants, yoga pants of their choice. Running Shoes Only!
- Grade 6 students can participate as Student Athletes in Flag Football, Tripleball, Basketball, Badminton and Track and Field, Run Club, Pep Squad
- Students have an opportunity for free time in the gym 1 day per week during Activity Time
- Special Activity Events such as this year's Sound Kreations who came in and taught the school Hip Hop!

Grade 6 - Options

- | | |
|------------|--------------|
| ● Colt Fit | ● Makerspace |
| ● Fashion | ● Band Woods |
| ● Art | ● FSL |
| ● Drama | ● Coding |

Timetable

École Senator Riley School DRAFT Schedule of Bell Times 2026/2027 DRAFT			
Monday-Thursday		Friday	
WARNING BELL	8:35	WARNING BELL	8:35
HOMEROOM	8:37 – 8:52	HOMEROOM	8:37 – 8:52
Period 1	8:52 – 9:44	Period 1	8:52 – 9:27
Period 2	9:44 – 10:36	Period 1	9:27 – 10:02
Break	10:36 - 10:53	Period 3	10:02-10:37
Period 3	10:55 - 11:47	Break	10:37-10:52
Period 4	11:47 - 12:39	Period 4	10:52-11:27
LUNCH	12:39 - 12:59	Period 5	11:27-12:02
ACTIVITY TIME	12:59 – 1:29	Period 6	12:02-12:37
PERIOD 5	1:31 - 2:23	LUNCH	12:37 - 12:57
PERIOD 6	2:23 - 3:15	ACTIVITY TIME	12:57 – 1:27
		Health	1:27 - 2:02
		COLT Options	2:02 - 3:15

Student Council

SPIRIT DAYS

- Dress like a Rhyme
- Western Spirit Days
- Dress like a Pirate Day
- Twin Day
- Slime the Teacher
- Staff vs. Students
- Pep Rallies
- Etc. Etc. Etc.

National / Provincial Celebrations

- Terry Fox Walk / Run
- Orange Shirt Day / National Day for Truth & Reconciliation
- Remembrance Day Ceremony
- Pink Shirt Day
- Funky Socks Day for Downs Syndrome
- Hats on for Mental Health
- National Indigenous Peoples Month

Trip to Quebec

- Every two years, students from OJ & ÉSRMS travel to Quebec as part of their cultural learning.
- Students in FSL have the opportunity to join this trip.
- There are opportunities for fundraising in the time leading up to the trip.
 - Bottle Drives
 - Raffles
 - Bake Sales / Hot Dog Sales

Fine Arts

ÉSRMS has a long tradition of fine arts classes and performances. These include but are not limited to:

- Art classes
- Photography
- Pottery
- 3D Graphics
- Guitar
- Musical Theatre – Mme Chantal
- Concert Band – Mr. Paul Stelter
- Jazz Band

School Council

Need we say more!

We have 4 members that attend School Council meetings regularly. 1 of those members is also a staff member as well as a parent. WE NEED YOUR HELP!

This year is a casino year. Funds raised by this and other fundraising events

They also run a Hot Lunch Program which serves a lot of students in our school

Sign Up . . . Show Up . . . We need your help!

Social Emotional Learning & Taking Care of our Kids / Families

- We have Miss Pam – FSLC
- We will be hiring a new YDC
- We offer a breakfast club for kids to eat cereals and other snacks.
- Minds Matter
- Em PAW thy Program – Puppies in the class
- Mental Health / Wellness Presentations - Magician

Cell Phone Facts

Bell to Bell No Cell Except:

- Before or After School
- At first break
- Outside at Activity Time
- If you need to contact your child, please call Miss Merricks at the office 19

And everything else we can do, such as:

- COLT READ CHALLENGE
- BOOK FAIR
- AUTHOR VISITS (like Eric Walters this year)
- ATTENDANCE / ACADEMIC / ATHLETIC AWARDS

Important Dates - DRAFT

- May 13 – Admin visits School Council
- May 26 – Mr. Stelter brings his bands to the schools.
- June 2 – Admin to JC & SPZ to speak with Gr 5's and register for Options – Get Locks
- June 10 – Guided Tours for Students
 - Spitzee Gr 5's Tour ÉSRMS – 12:45 – 1:45
 - Joe Clark Gr 5's Tour ÉSRMS – 2:00 – 3:00
- June 10 – Open House – 5:00 – 6:30
- August 28 – Transition Day 7:30 – 1:00 Drop n' Go??

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

- We are very grateful to have Melany Connor finishing our year as Acting Vice-Principal.
- In 2026-2027, Ms Corre Mahan will be coming to Spitzee, having spent the last dozen years at Ecole Joe Clark School. Corre has more than 15 years experience in K-6, a strong background in inclusive education, early learning, and instructional leadership.
- Corre's leadership practice is grounded in collaboration, collective efficacy, and an understanding that effective relationships are essential for all members of the learning community to flourish.
- Ms Mahan is very involved in the School Council at Joe Clark, and may not be able to join us until the fall.

Spitzee Ed Plan

Our Ed Plan is posted to our [website](#). Under the "Our School" menu, click on "Education Plan(s)", then Year 2.

The focus of this Friday's PD day:

- Writing next year's Ed Plan
- Looking specifically at how we connect, lead & serve, soar (plans for next year)
- Class configuration options for next year
- Student Transition Forms

These days at Spitzee...

Kindy Highlights:

- We welcomed our future Kindergarten students to Spitzee last Friday. How exciting! Thank you to Roz & Autumn for representing School Council!
- Kindy students were busy with Mothers Day surprises.
- They are learning that it's ok to feel all the emotions AND to be in control of them

Grade 1 Highlights

- Grade 1's are learning about the needs of plants & animals, so went to the zoo last week
- Students are measuring, weighing, describing, and comparing stuffies!
- They wrote a recipe for being a great mom!
- They are learning about bossy r, and the r-controlled vowels like ar, ir, er, or, ur
- They continue to spread joy through High River with their regular visits to the Medicine Tree Manor.

Grade 2 & 3 Highlights. In the 3 classes we are seeing:

- students experimenting with Acrostic Poems
- students writing their own fractured fairy tales
- exploration of non-fiction features (headings, table of contents)
- fraction pizzas, fraction bowling, smarties fractions, standard form of addition and subtraction, as well as finding missing unknowns (algebra!)
- sound & light, forces, and life cycles – with a special visit with Miss Ani's hens, baby goats, and a mama goat!
- systems of government in Alberta and Canada and how communities work together to support citizens
- how simple machines were an important part of how Indigenous people improved their lives.
- All grade 2 & 3 students are excited about their year-end field trip, "The Amazing Race" through High River on June 23. Volunteers??

Grade 4 Highlights

- Grade 4 students are spending a day at OH Ranch this week! We were lucky they were able to accommodate after this October field trip was cancelled. It ties in well to curriculum via the history

of Alberta/Canada, as well as life cycles, and how different earth systems interact to support life (grasslands, wild animals, soil, fertilizer), not to mention being good stewards of the land

- "Underground to Canada" is being read to support learning of the great migration in Social Studies.
- They are also developing "food trucks" to learn about budgeting, inventory, and descriptive writing to bring in those customers!

Grade 5 Highlights

- Some of our Grade 5 students (& grade 4s) spent all day Saturday at the Young Authors' Conference with Mrs. Livesey-Moore. Such inspired learning!
- Grade 5s continue their land-based and place-based learning, connected to 5C's novel student, science, and visual art.
- 5LM are in a variety of "book clubs" in Language Arts.
- 5C are creating and presenting podcasts on themes from "The Secret Garden".
- In Math they are working on divisibility and multiplication skills.
- 5C continues to explore floating & sinking through creative design challenges.

Upcoming Important Dates

- May 26 - Senator Riley Band presentation 1:45 to 2:15
- May 27 - Springbank Middle School Band 9:45 to 10:15
- June 2 - Senator Riley Admin visits grade 5
- June 4 - Bronco Bolt for Running Club
- June 9 - Patroller Year-End Picnic
- June 10 - Grade 5s to Senator Riley for tour; Senator Riley Open House for families 5 to 6:30pm
- June 10 & 11 - Author visit by Krista Phillips
- June 10 - School Council 6:30
- June 19 - Carnival (afternoon)
- June 23 - Grade 5 Farewell 9am
- June 25 - Farewell Assembly & last day

Council Business:

- Karalee & Tess are working on Year End Financials. Roz to Submit when completed.
- Teresa is working on the Hot Lunch Program information required for the drive; and building up our hot lunch team.
- Tess will likely move bank accounts after year end Financials completed. THANK YOU everybody for your hard work in the background it is so appreciated.

Future Action Items

- Shannon 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.
- Shannon & Roz PC Charity; Good Food Box-Waiting on Annual Report and Application to become available in portal.
- Karalee & Roz AGLC Report and Annual Return is now Due.
- Karalee & Tess All Year End Financial Reports due by end of June.
- Tess Working on Switching Banks after year end is complete.
- All Council To work on Back to School Welcome Packages to hand out on Supply Day/First week with Council/Hotlunch Information.

- Teresa Will work on building our Hot Lunch Program files with all information needed over the summer

Meeting adjourned @ 7:37PM

Fundraising Meeting opens @ 7:38PM

Treasurer report: Karalee Fox

General account: \$15,004.06

Casino: \$69,799.26

PC Food Support: \$1674.92

Hot Lunch Update by Teresa Lund

- Teresa is working through learning the Hotlunch Site
- Preferably add a couple more parents for back up and work share
- Putting together a simple information package
- Popcorn is not making as much as we thought. We will see how the next few weeks go.
- Continuing to work on small issues, workflow and communication

Fundraising Update by Roslyn Neighbor

May

Bottle Wars! May 19-22-

For Field Trip Deficits

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

June

Done for the Season

Motions

Date	Motion	Amount	Account	Motioned By	Seconded By	All in Favor	Online or In Person
4/10/2026	to Quickbooks Online Envelopes for Learner Profile Folders	quote needed	General	Teresa Lund	Rozlyn Neighbor	Yes	Online
4/16/2026	Cookies for the council table at PT Interviews	\$200.00	General	Roz Neighbor	Tess Pfeifer	Yes	Online
4/16/2026	Purchase the remainder of the books on the bookfair wish lists up to \$150.00	\$150.00	General	Roz Neighbor	Tess Pfeifer	Yes	Online
4/24/2026	Purchase new hot lunch bins/ cleaning supplies for the kitchen, other misc kitchen supplies for the kitchen clean out	\$250.00	General	Roz Neighbor	Tess Pfeifer	Yes	Online
5/4/2026	purchase additional kitchen supplies	\$150.00	General	Roz Neighbor	Tess Pfeifer	Yes	Online
5/13/2026	\$440 to top up the field trip fund from the fall fundraiser	\$440.00	General	Roz Neighbor	Teresa Lund	Yes	In Person
5/13/2026	Allen in-line skating up to \$3000 for next year	\$3,000.00	Casino	Tess Pfeifer	Karalee Fox	Yes	In Person
5/13/2026	Patrollers year end picnic - busses	\$390.00	Casino	Tess Pfeifer	Teresa Lund	Yes	In Person
5/13/2026	Patrollers Year end Picnic - bracelets	\$319.00	Casino	Karalee Fox	Tess Pfeifer	Yes	In Person
5/13/2026	To purchase a Laminator - up tp \$5000	\$5,000.00	Casino	Roz Neighbor	Teresa Lund	Yes	In Person
5/13/2026	To purchase Portable Stairs	\$2,000.00	Casino	Tess Pfeifer	Karalee Fox	Yes	In Person
5/13/2026	To purchase Sit Pads	\$600.00	Casino	Teresa Lund	Tess Pfeifer	Yes	In Person
5/13/2026	To purchase puzzles	\$100.00	Casino	Roz Neighbor	Tess Pfeifer	Yes	In Person
5/13/2026	To purchase dry erase whiteboards	\$150.00	Casino	Roz Neighbor	Teresa Lund	Yes	In Person
5/13/2026	To purchase trifold student offices	\$110.00	Casino	Karalee Fox	Teresa Lund	Yes	In Person
5/13/2026	To purchase electric pencil sharpeners	\$170.00	Casino	Tess Pfeifer	Rozlyn Neighbor	Yes	In Person
5/13/2026	To purchase Wonderstix	\$150.00	Casino	Tess Pfeifer	Karalee Fox	Yes	In Person
5/13/2026	To purchase watercolors set	\$180.00	Casino	Roz Neighbor	Teresa Lund	Yes	In Person
5/13/2026	To purchase Essectial Elements Music Class subscription	\$420.00	Casino	Teresa Lund	Tess Pfeifer	Yes	In Person

Meeting adjourned @ 9:37PM

Next meeting- June 10, 2026 at 6:30 PM in the Learning Commons