



Ecole Secondaire Highwood High School
School Council AGM
September 15, 2025

Minutes

Attendees:

Tanya Franklin, Ian Whitworth, Jenny Jones, Cathy King, Dave Roberts, Carolyn Lenstra, Caley Jackson, Adrienne Lockton, Kelly Hartmann, Ryan Bossy

- 1) Welcome & Introductions
- 2) Land Acknowledgement- Tanya Franklin
- 3) Approval of minutes from last meeting (April 28, 2025)
Motion to approve minutes-Tanya, Second-Jenny
- 4) Additions to and approval of agenda-(no additions) Motion to Approve- Nicole, Second-Cathy
- 5) Election for Council Positions

2024/2025 School Year Board Members:

- Chairperson – Tanya Franklin
- Vice Chairperson – Jenny Jones
- Secretary – Nicole Warin
- Treasurer – Ian Whitworth

2025/2026 Election- Members:

- Chairperson – Ian Whitworth put his name forward
Nominate Ian for Chairperson-Tanya, Second Cathy
- Vice Chairperson – Jenny Jones put her name forward
Nominated Jenny for Vice Chair- Tanya, Second Cathy
- Secretary – Nicole Warin put her name forward for Secretary
Nominate Nicole for Secretary Ian, Second- Cathy
- Treasurer – Tanya Franklin put her name forward for Treasurer
Nominate Tanya for Treasurer- Nicole, Second- Cathy

6) Reports

- Student Matters Report:
20 students attended the initial meeting for student matters, one student will be updating School Council -Cole Russell. Activities in the school-Tery Fox on September 18, planning is underway for a club fair, members have been doing team building and getting to know each other. Voting for board positions will be coming up. The first division lead Student Council workshop will be at the Foothills Comp on Oct 2. This is a great opportunity for all Student Council members within FSD to meet, collaborate and share ideas for the year.



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- Trustee
 - Oct 20, 2025 will be the voting for school trustee- 4 nominations so far
 - Phil Irwin- Report:

WARD 5 TRUSTEE’S REPORT FOR AUG-SEPT 2025

... based on September 3rd meeting and other Board activities



Foothills Footnotes ... found on the FSD website

System-Based Delegations & Presentations

- Chase Ellis – Director of Professional Learning & Education Partner Relations ... presentation focused on curriculum design team’s work this summer, using AI tools to support teaching and learning, and a report on Gr. 7-9 Social/Math field testing
- Kevin Gushulak – Director of Facility Services ... reported on capital projects completed and planned for 2025-2026 school year ... Highwood is scheduled to have a gym floor recoat and Senator is in the running for a major modernization if approved by the government

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

- On August 29, 2025, Board Chair Letendre, Vice-Chair Penzo, Superintendent Fuzessy, and Assistant Superintendent Nickel met with Minister of Agriculture and Irrigation, RJ Sigurdson, to discuss concerns the division has with current funding and issues pertaining to rural education.
- Allan Davidson, Assistant Superintendent, Employee Services, was appointed Acting Superintendent for the upcoming school year.
- Polies 9, 11, and 15 were slightly modified in response to recent changes in provincial legislation and approved by the Board. As well, Appendix C was added to Policy 8 for the same reason.
- Assistant Superintendent Katelyn Nickel, Corporate Services, gave an update on the architectural considerations and developments relating to the new high school in Okotoks in addition to presenting a lengthy list of recommendations made by consultants regarding the modernization of ESMS in High River.

Board Committee Responsibilities and Reports



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- Negotiations are ongoing between the Alberta Teachers' Association (ATA) and Teachers' Employer Bargaining Association (TEBA). More information will be forthcoming ...

Divisional / Ward 5 Highlights and Initiatives

- Highwood High School was awarded Dual Credit Grant of \$100,000 for Culinary Arts
- A special thank you to Superintendent Fuzessy for his keynote message on *community* on Opening Day for teachers and support staff on August 27th at Foothills Composite High School
- There was a good tone in all the schools on the first day of school based on reports from Exec Team visits to schools division wide. Kids and teachers seemed happy to back to school!
- Valley Vibes Pod cast highlighting the Vertical Farm Initiative at Oilfields High School:
https://open.spotify.com/episode/2beFdw0J4qg4A2fTLoefDb?si=-xbAD7iTSZ6nlsliuKr_Ug

Respectfully submitted,

Phil Irwin – Trustee for Ward 5 / High River

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- Administration
 - Dave Roberts and Carolyn Lenstra- Report:

School Council Report September 15,
2025

We applied for a \$100 000 grant from Alberta Education for updating our foods programming to be more in line with Culinary Arts programs at the post-secondary level. After some back and forth conversations, we were successful! We had our initial meeting with School Division departments to begin the planning process. We are very excited.

The school year kicked off like we were never away. We are up a few registrations. We will see what our official count is at the end of September. Timetable changes should all be made and students are settling into the first semester.

Football, Volleyball, Ultimate, Golf and Cross Country are in full swing. Our drama production has already started up, regional band has their first camp (Sept 22-24) and there are many opportunities for students to get involved already. Our Student Matters group has really grown with their first meeting, as well as our GSA group.

- Sept 18th
 - ♣ Football (HHS hosts Olds)
 - ♣ Terry Fox Run/Walk
 - ♣ Meet the Teacher – 3:30-6:00



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♣ ELAA Post Secondary Fair – 6:00-7:30

- Sept 30th – National Day of Truth and Reconciliation
- October 2nd – Student Matters Division Meeting
- Nov 5th – Grade 9 Take your kid to work day
- Nov 5-6th - Parent Teacher Conferences
- Nov 7th - Remembrance Day Ceremony
- Nov 8-15th - Reading Week
- Nov 21st – SS Field Trip Museum of the Regiments

Yours in Learning

Dave Roberts, Principal
Carolyn Lenstra,

7) School Council - ASCA Workshop

- School Council Annual Report was submitted via email to Hollie Darel on June 30th



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SCHOOL COUNCIL ANNUAL REPORT

School: Ecole Secondaire Highwood High School **Reporting Year:** 2024 / 2025

SCHOOL COUNCIL ACTIVITIES:

Summarize the Major activities of the past year. Which goals of the school did each support?

- Submitted a Grant application to Friends of the Foothills for the Highwood Theatre Department to support them in upgrading their lighting system. Was awarded \$1,000

Summarize the engagement opportunities attended by a representative of your School Council. (ie: Board's Annual Stakeholder Engagement Meeting):

- Chairperson attended the first Council Of School Councils (COSC) round table meeting

Summarize the engagement opportunities your school council hosted:

- Monthly Meetings
- Monthly Trustee Report
- Monthly Student Matters Reports
- Friends of the Foothills information summary
- Summer School Information Session Speaker (Rob Gallacher)
- School Council Purpose Workshop

Provide an overview of the activities or initiatives planned for next year: N/A

Financial Statements (attached): Summarizes the finances handled by the school council, not the registered fundraising association / society, during the past year, if applicable.

Yes N/A

List the members who held positions as officers in the past year:

- **Chairperson:** Tanya Franklin
- **Vice Chairperson:** Jenny Jones
- **Secretary:** Nicole Warin
- **Treasurer:** Ian Whitworth



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Income Statement

For the School Year Ended June 30, 2025
Cash Basis

Income

Grant Revenue	\$1,000.00
Cash Donations	\$135.00
Total Income	\$1,135.00

Gross Profit **\$1,135.00**

Operating Expenses

Grant Proceeds to School for Theare Program Lighting Upgrade	\$1,000.00
Lunch for Support Staff	\$109.08
Total Operating Expenses	\$1,109.08

Net Income **\$25.92**

NOTE: This Income Statement has not been subjected to an audit, review or compilation engagement, and no assurance is provided on it.



- A suggestion was made at this meeting to upload the reports from Highwood Admin and the Trustee on the School Council Facebook page
- School Council Plan for 2025/2026 year. Who, What, When, etc.- next meeting we will discuss plans for this school year. All asked to come with some suggestions.
- Jenny suggested that each School Council meeting have a theme or focus i.e. summer school, culinary arts, theatre, specific sport etc. We could have the whole year planned out.
- Another suggestion to improve attendance to School Council meetings was to offer remote access to the meetings thru Microsoft Teams. The link could be placed in the email notice of the meeting as well as on the agenda that is sent out prior to the meeting. Dave Roberts said the school could provide the laptop and will send out the link to the parent body.
- Jenny suggested we look at the Access Pass thru ASCA- With the Access Pass, you're not just signing up for a series of sessions; you're investing in a year-long journey of growth, connection, and empowerment for your school council!
<https://www.albertaschoolcouncils.ca/school-councils/asca-access-pass>

8) 2025/2026 Meeting Dates

October 27, 2025	November 17, 2025	December 15, 2025 (if req'd)
January 19, 2026	February 23, 2026	March 23, 2026
April 20, 2026	May 25, 2026	June 15, 2026 (if req'd)

9) Adjournment: 7:06pm





