



WEST SPRINGS SCHOOL COUNCIL

Thursday, November 20, 2025 @ 6:30 PM

Online – via Microsoft Teams

EXECUTIVE ATTENDEES

Katherine Rubin – School Council Chair
Lori Anderson – School Council Vice-Chair
(and acting Secretary)
Lefteris Apostolidis – School Council Treasurer

Susan Westgate – West Springs Principal
Leah MacMillan – West Springs Vice-Principal

A. Welcome and Introductions (6:37-6:38 pm) – Katherine R. called meeting to order.

B. Approval of [Agenda](#) (6:38 pm) – motion moved by Cat V., seconded by Eryn C. Approved.

C. Approval of [Minutes](#) from September 25, 2025 School Council Meeting (6:39 pm) – motion moved by Cat V., seconded by Eryn C. Approved.

D. Administration Report (6:40 pm) – Susan W.

- **Land Acknowledgement**

- Leah MacMillan shared the traditional CBE land acknowledgement.

- **Celebrating Student Learning – Mr. Choate, Resource Learning Leader**

- Role overview:
 - Teaching targeting Social Emotional Learning lessons weekly to all students (30 min / week)
 - Teaching small group specialized programs
 - Support and collaboration on Individual Program Plans (IPPs)
 - Review of student assessment and diagnostic information
 - Ongoing connections with the admin team about students
 - Engage with teachers and admin through School Learning Team (SLT) meetings – additional supports for teachers and students to create action plans for students with additional needs
 - Liaison with area and system supports in the CBE
 - Connections with outside agencies and programs
 - Support for complex needs learners
 - Not all schools have a resource role such as this
- Presented WSS Continuum of Support framework
 - Tiered for additional support needs
- Social Emotional Learning (SEL)
 - Based on Collaborative for Academic, Social, and Emotional Learning (CASEL) for SEL approach
 - Self-awareness

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- Self-management
- Social Awareness
- Relationship skills
- Responsible Decision Making
- Every month focusing on a different area
- Mr. Choate works with classroom teacher to embed lessons and strategies in classroom
- 30 mins each week
- This week bullying awareness week
- Talk a lot about feelings – why we feel certain emotions
- Co-creating SEL norms – how we work together
- Specialized School Programs (all unique to WSS):
 - EAL Small Group – English language support
 - SPARK – physical exercise to start the day and prepare for learning (led by Ms. Wright)
 - Enrichment Group – students who are identified as gifted / who would benefit from it (led by Chris McMillan)
 - Lunch Club – kids who need a different support / space for lunch to help focus. Led from learning commons with 2 EAs.
 - WSS Discovery Group – led by Mr. Choate for students with different needs re: SEL, regulation, skill building.
 - Academic Targeted Support – support for students as needed
 - Indigenous Learners – smudging and meeting as a group once per month to help build community.
- Question from Katherine R: Is SEL new this year and is it available in every school? No, SEL always been part of wellness curriculum – more of a focus in CBE's programs this year. Susan W. what is unique is that we have a specialist whose education is focused on social emotional learning to lead this work. SEL is one of main focuses of CBE but each school delivers in different ways. At WSS we have one consistent person doing this teaching – teachers learn from expert, common language through school, better able to assist students when issues arise.

- **Staff Update**

- Ms. McKnight joined Grade 1 and Ms. Cara in M/W Kindergarten, covering 2 leaves
- 5 first-year MRU teacher candidates one half-day per week for a few weeks – observing classrooms, not teaching (differs from more senior teaching candidates who have been in the school since the start of the school year)

- **November Parent-Teacher Conferences**

- Thursday, November 27 (evening) and Friday, November 28 during day – in-person. Booking opens November 22 at 8am.
- 15 minutes with your child's teacher.
- Council will be providing dinner on Thursday evening

- **Changes to Report Card Timelines**

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- Report cards will be available to families on February 24, 2026 (change from January 28, 2026) in consideration of labour action that occurred
- Timelines to support student learning have shifted as a result of the labour action – continue to meet students where they are at right now – take the learning cues from students in each class. Focusing on most crucial learning building blocks to support student learning. Adjusting and continue to monitor how they're doing, ensuring they're hitting progress markers and making appropriate gains.

- **Learning Enrichment Needs**

- Susan W. provided an overview of the educational purpose and rationale – how these items will enhance student learning, noting that needs shift year to year.
- Katherine R. explained that the WSSDA – fundraising arm, focused on learning enrichment, WSSC – focused on supporting student learning. Administration provides rationale for wish list items – items will be voted on during WSSDA meeting to follow.
- Had large residencies the past few years – this is a year with no major residencies. This year smaller items requested:
 - Furniture getting worn and dated and some need replacing (school is now 15 years old). Need space to hold manipulatives, resources, etc. Items that every student in every class interacts with, such as:
 - Mobile Tote
 - Mobile Shelving Cabinet
 - Mobile Storage Cabinet
 - New student desks
 - One of the focuses for this year is supporting guided reading within the classroom (a goal to provide guided reading in each class every week). Guided reading tables provide space for students to do their learning
 - Laser projector for PE presentations / assemblies. Current projector broke at the end of the year last year. New one ordered and just arrived.
 - Art supplies – ongoing need each year. All students produce wonderful art projects throughout the year to support art curriculum
 - Sumblox mathematics manipulatives – physical sides represents their numeric value. Come in every number, assist with addition, multiplication, etc. Help to provide concrete understanding of math concepts. Ideally would like 1 per class.
 - Picture books for library and read-a-louds
 - Bus for field trips – Mr. Vooy's doing field trips with K, 1, 2 & 3 to see artistic experiences to enrich music experience
 - New document cameras – ten that are so old they no longer connect to computers
 - Question from Loriel A: Will grade 3 trip be rescheduled? No, unfortunately those tickets are a loss for the school. Another activity will be arranged for the grade 3s. Grade 4s have 2 field-trips planned, including a week-long residency offsite with Open Mind.

E. 2025-2026 School Council Budget Presentation (7:15 pm) – Lefteris A.

- **Presentation of the proposed School Council Budget for 2025-2026**

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WSSC 2025-2026 Budget to Actuals
For the period September 1, 2025 to August 31, 2026

Opening Book Balance (Sept 1)	\$1,846.54	\$1,846.54	\$2,274.14
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Revenue	Actuals 2025-26	Budget 2025-26	Prior Year Actuals
WSSDA Donations	\$0.00	\$1,500.00	\$2,500.00
Angel Fund Donations	\$0.00	\$0.00	\$0.00
Speaker Night Donations	\$0.00	\$0.00	\$0.00
Alberta Education School Council Grant	\$0.00	\$918.00	\$918.00
Memory Book	\$1,943.52	\$1,943.52	\$349.00
Total Revenue	\$1,943.52	\$4,361.52	\$3,767.00
Expenses			
Admin	\$0.00	-\$120.00	-\$116.95
Angel Fund	\$0.00	-\$100.00	-\$76.10
School Maintenance	\$0.00	\$0.00	-\$525.00
Grade 4 Farewell - \$12/gr. 4 Student	\$0.00	-\$1,700.00	-\$1,460.37
Teacher Gratitude	-\$146.05	-\$1,500.00	-\$1,096.46
Speaker Nights	\$0.00	-\$500.00	-\$600.00
Kindergarten Orientation	\$0.00	\$0.00	\$0.00
Back to School Events	-\$132.21	-\$250.00	-\$235.77
Holiday Snacks	\$0.00	\$0.00	\$0.00
Sports Day Snacks	\$0.00	-\$250.00	-\$83.95
Total Expenses	-\$278.26	-\$4,420.00	-\$4,194.60
Net Expenses	\$1,665.26	-\$58.48	-\$427.60
Ending Book Balance	\$3,511.80	\$1,788.06	\$1,846.54

- School Council budget fairly minimal to cover few community-building and learning support initiatives such as teacher gratitude (not administration wish list items)
- Requesting a bit less this year given larger contribution from the memory books this year.
- Proposed motion to approve the 2025-26 School Council Budget as presented. Moved by Meghan W., seconded by Cat V. Motion approved.

F. Business for discussion (7:29 pm)

- October meeting was cancelled due to labour action. Bylaws require 8 meetings per year. Motion to proceed with 7 meetings for 2025-26. Moved by Cat V. Seconded by Taylor K. Motion approved.

G. Meeting Adjourned (7:30 pm) – motion to adjourn moved by Taylor K., seconded by Jackie B. Carried.

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