

Woodlands School Council Meeting Minutes

Date: Wednesday, November 19, 2025

Time: 6:00 PM

Location: Hybrid – Woodlands School & Microsoft Teams

Chair: Pam

Attendees: Tamra (Administration), Lauren (Administration), Pam, Nicole, Tea, Courtney, Eryn

Regrets: Not listed

1. Meeting Kick-Off

a. Introductions

General introductions were made by all attendees.

b. Additions to the Agenda

No additional items were requested.

c. Motion to Adopt the Agenda

Agenda was adopted as presented. Motion carried.

2. Review of Previous Minutes

Previous meeting minutes were reviewed. Motion to adopt the minutes was carried.

3. School Administration Report (Tamra)

a. Acknowledgements & Recent Events

- Halloween Dance – Successful event; thank-you extended to volunteers and families.
- Healthy Hunger – November dates: Nov 6 and Nov 20.
- Photo Day Volunteers – Appreciation expressed.
- Fundraising – Growing Smiles plant fundraiser and 50/50 Draw.
- Dinner for Staff at Conferences – Thank you to volunteers who supported meal preparation for teachers.
- Residency – Alien In-Line skating program is underway.

b. School Enrollment & Budget

Final enrollment as of September 30: 249 students (original budget for 242). Organization remains consistent with previous meeting.

c. Staffing Updates

New evening cleaner hired: Eyakem Negussie. Appreciation expressed to Marvin for covering overtime in the fall.

d. Outdoor Classroom

- Outdoor Classroom is completed and in use.
- Features comfortable seating made of Kootenai Brownstone boulders, with surrounding trees and shrubs.
- Intended uses include pre/post visits to Fish Creek Park, science investigations, reading circles, art projects, and collaborative learning.
- An official opening event will be planned.

e. Student Learning – School Development Plan (SDP)

School Improvement Results Report and SDP update (Year 2 of 3). SDP to be submitted to Area Supervisors and posted on the Woodlands School website by November 30. Focus areas include Literacy, Numeracy, Well-Being, and Truth, Reconciliation, Diversity & Inclusion (TRDI).

Key Instructional Strategies:

ELAL:

- Balanced literacy blocks addressing phonological awareness, phonics, fluency, oral language, vocabulary, reading comprehension, and writing appropriate to each grade level.

Mathematics:

- Regular use of open-ended questions to support multiple entry points in mathematics.

Well-Being:

- Introduce Social-Emotional Learning competencies to staff and students to build connection and community.

TRDI:

- Extend circle practices beyond belonging to include problem solving and learning targets.
- Knowledge Keeper visits to launch land-based learning in Fish Creek Park.

Support Continuum:

- Ongoing revision of universal and targeted supports for ELAL and Mathematics.

f. Events & Activities (Upcoming & Recent)

- November 13 – Quest Theatre (The Understandable Girl), whole school, 1:30 PM.
- November 20 – Healthy Hunger (Boston Pizza).
- November 17–20 and 24 – Alien In-Line Skating Residency.
- November 21 – Vaccinations for Grade 6 and other students with outstanding consents.
- November 27–28 – Parent-Teacher Conferences.
- December 4 – Photo Retakes.
- December 5 – Kananaskis in the Classroom (Weather the Storm), whole school, 9:30 AM.
- December 18 – Healthy Hunger (Waffles & Chix).
- December 18 – Winter Event (modified from Giving Faire): short performances by each grade, seasonal art walk-through, and food donations to the Woodcreek Pantry. Times: 5:30 PM – Melbourn (K AM & PM), Hogan (1), Nicholas (1); 6:15 PM – Kuehner (2), Smith (2/3), Krahn (3), Nicolaou (4); 7:00 PM – Camden (4/5), Herold (4/5), Ellis (6).
- December 15–19 – Green Fools Circus Arts Residency.
- December 19 – Green Fools Residency Showcase (class-specific times to be shared).

g. System Messages

No specific updates noted beyond standard CBE communications.

h. Information from the Office

- Weekly Update communications continue to be circulated.
- Volunteer requirements reminders.
- MyCBE account reminders.
- Demographic form completion reminders.
- Lunch registration reminders.
- Attendance procedures reminders.

i. Wish List Items

Referenced on agenda; no specific items recorded in the minutes.

4. General Activities & Updates

No additional general updates were recorded beyond the administration report.

5. Next Meeting

Wednesday, January 21, 2026.

6. Adjournment

Meeting adjourned at 6:56 PM.