



MEETING MINUTES PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	January 7, 2025
TIME	

	Executive Members / Voting Members	Present (Y) Regrets (X)	Elected Members / Voting Members	Present (Y) Regrets (X)
VOTING MEMBERS	Mishayla Kapell, Chair	Y	Melissa Mayer, Healthy Hunger Coordinator	Y
	Crystal Nieviadomy, Vice-Chair & Social Media Lead	Y	Jen Oranchuk	Y (late)
			Vanessa Ottenbreit	Y
	Lisa B, Treasurer & Secretary	Y	Tara Labuik, Babysitter Coordinator	R
			Andrea Martineau	Y
			Courtney Toothill	Y
SCHOOL LIAISON	Erin Betson, Administration Liaison	Y	Lacey Weeks, Regina Public School Board Trustee	
	Andrea Morphy, Administration Liaison	Y	Rhonda Donais, Staff Liaison	Y
GUESTS				

1.0	Call to Order
	Meeting was called to order at 6:39 p.m.
1.1	Welcome and Introductions
1.2	Adoption of Agenda
	Motion to adopt agenda for January 7, 2025 Motion: Andrea Morphy Second: Melissa Mayer Favor: All Opposed: None
1.3	Adoption of Meeting Minutes
	Motion to approve the minutes from December 3, 2024 Motion: Crystal Nieviadomy Second: Courtney Toothill Favor: All Opposed: None



2.0	CRIMINAL RECORD CHECKS
<p>Standing Action Item</p> <p>Members submitting or completing the declaration at the office or showing a copy of their CRC to a committee member, can then be documented in the meeting minutes as proof this was completed. If the CR is on record at the school board; and the volunteer is active, they can sign a declaration with the school. If there is a break in volunteering, then the individual will need to obtain a new criminal record check.</p> <p>Jan 2025: All SCC members have submitted their declaration and/or CRC.</p>	

3.0	PAST / DEFERRED ACTION ITEMS
<p>Past Action Items</p> <ul style="list-style-type: none"> - Lisa to work on a Treasurer handbook (how to guide) - No deadline. - Mishayla to research costs for a new tool to replace Google Drive - No deadline. - Mishayla to research Vistaprint for advertising materials for the SCC – No deadline. - Sponsorship Letter for playground grants (paint, repairs, etc..) – Need a new volunteer/lead. <ul style="list-style-type: none"> - Andrea will lead and Crystal can support and will share the template. - Crystal to email out a sign-up genius for Dec 18, 24 event signup. - Complete 	
4.0	REPORTS
4.1	Admin Report

Past Action Items

Overview of School’s Strategic Plan

Erin provided a handout and an explanation of the strategic plan and explained how this aligns with the larger plans and goals. The Plainsview School Plan is reported on at various times throughout the year.

Standing Item – SCC Approved Budget Purchases and Payments

N/A

Admin Report

- PD day on Monday January 13, 2025
- Report cards on January 31, 2025 and a day earlier for the one Kindergarten class
- Over the holidays, Ms. Ardelan and Mrs. Papp have taken the lead on a “Numeracy Night” instead of a Literacy Night and want to do card game theme. Coordinate prizes and snacks. Proposed to hosting it in the gym and host this in late March. Just starting as their proposal at this point. Request to the SCC for snacks, prizes and were wondering about a “deck of cards” for each family who RSVPs and have it be “Plainsview” deck of cards and was wondering if anyone has contacts who could print the cards cheaper than \$4.00 a deck.
- **ACTION:** Mishayla will check with her contact and see if they print cards.
- **ACTION:** Erin and Andrea will ask the committee to bring forward a proposed budget and plan.
- Christmas hampers went over well; 15 hampers fully stocked and included 175\$ gift cards per family.



4.2 SCC Chair Report – Mishayla Kappel

Past Action Items

N/A

Ratify E-Motions

N/A

New Items

N/A

4.3 SCC Vice-Chair Report - Crystal Nieviadomy

Past Action Items

N/A

New Items

N/A

4.4 Treasurer Report – Lisa B

Past Action Items

N/A

Financial Report

SCC Financial Report

In an attempt to reduce paper use and centralize the SCC information, the SCC agreed to review the monthly budget at the meeting and summarize the details in the minutes. The monthly financial report shown during the meeting will demonstrate the current state and future state forecasted spending. The following shows the total funds in the account less any known cheques that are pending withdrawal from the account.

Jan 5, 2025 Account Balance: \$14,714.80
Uncashed Cheques: \$50.00
Funds Available: \$14,664.80
<i>*Note: This does not account for future planned activities and is a snapshot in time.</i>

4.5 Committees/Activities

Healthy Hunger Coordinator - Melissa Mayer

- <https://www.signugenius.com/go/10C0D4AADAB2EA3FEC70-44787324-healthy#/>

Upcoming Dates

- | | |
|----------------------------|--------------------------|
| January 15 ☑ Booster Juice | April 15 ☑ Booster Juice |
| January 28 ☑ 2-4-1 Pizza | April 30, 2025 ☑ A&W |
| February 6 ☑ Booster Juice | May 14 ☑ Swirl World |
| February 26 ☑ Boston Pizza | May 27 ☑ Subway |
| March 12 ☑ Booster Juice | June 1 ☑ DQ |
| March 25 ☑ A&W | |



Babysitter Coordinator – Tara Labuik

- ACTION ITEM: Follow-up on outstanding cheque; rewrite or being deposited?

December Events

Update: Growing Smiles Winter Fundraiser - Melissa Mayer

Went well. We will get a refund but unknown how much.

Update: Family Engagement – Tara Labuik

Event didn't have huge uptake. There were a few who submitted via email rather than post on the Facebook account.

Update: Teacher Treats – Crystal Nieviadomy

Went well, really appreciated. Staff enjoyed the treats.

January Events

Staff Treat Delivery – January 13, 2025 – Crystal Nieviadomy

Monday afternoon, Crystal will drop off snacks. There is a short staff meeting in the morning and there is more time designated to allow staff to focus on report cards.

Family Literacy Night

This will now be the March Math night. The SCC will review the teacher committee request.

February Events

February Teacher Appreciation Week – Crystal, Andrea, Vanessa

Crystal has a plan for a board game theme. Crystal will use the signup genius for contributions and a flyer to Laura for the staff shout out. Wants to try and do a video again. Try and do a "guess who" of the staff from their younger years. And some selfie boards.

February Break Family Challenge

Tara suggested this be moved into March or over Easter.

March Events

March Wellness Wednesday

Crystal will talk with the school about a march Wellness Wednesday

Spring Fundraiser Planning

By the next meeting, we need to discuss if we want to do a March fundraiser; what and who.

5.0	Other/New Items
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Fundraising / Donations Suggestion

Can there be an option for families to participating the fundraising efforts but not have to purchase the items as part of the sale.



www.plainsviewsc.ca
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<https://plainsviewsc.ca/contact>
<https://www.facebook.com/PlainsviewSCC>

6.0	Next Meetings	
	<ul style="list-style-type: none">• February 4, 2025• March 4, 2025• April 1, 2025• May 6, 2025• June 3, 2025 – Last meeting and AGM	
7.0	Meeting Ended	Meeting adjourned 8:11 p.m.