



## MEETING MINUTES PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	March 4, 2025
TIME	6:38 pm to 7:40 pm

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

1.0	<b>Call to Order</b>
	Meeting was called to order 6:38 pm
1.1	<b>Welcome and Introductions</b>
1.2	<b>Adoption of Agenda</b>
	Motion to adopt agenda for March 4, 2025 Motion: Courtney Toothill Second: Crystal Nieviadomy Favor: All Opposed: None <b>ACTION:</b> Post revised agenda.
1.3	<b>Adoption of Meeting Minutes</b>
	Motion to approve the minutes from January 7, 2025 Motion: Melissa Mayer Second: Vanessa Ottenbreit Favor: All Opposed: None <b>ACTION:</b> Spelling correction on some teacher names: Mrs. Papp and Mrs. Ardelan

<b>2.0</b>	<b>CRIMINAL RECORD CHECKS</b>
<b>Standing Action Item</b>	
<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>	



<b>3.0</b>	<b>PAST / DEFERRED ACTION ITEMS</b>
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### Past Action Items

- 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.
- Andrea to work on sponsorship Letter for playground grants (paint, repairs, etc..) – No deadline.

<b>4.0</b>	<b>REPORTS</b>
<b>4.1</b>	<b>Admin Report</b>

### Past Action Items

- N/A

### Standing Item – SCC Approved Budget Purchases and Payments

- Erin has the receipts for magazines that were purchased. She will confirm the budget request to SCC and will forward the receipts. These purchases will come from the literacy grant allocation. Approximately \$330 spent on subscriptions so far.
- Future spending, Erin will discuss the SCC allocated funds at the Monday staff meeting.
- DJ was good; the kids had fun at the valentine’s day dance.

### Admin Report

- February Events:
  - Huge thank you on the staff appreciation; everyone was raving and grateful and feeling spoiled. Very well received. Thank you for making everyone feel special.
  - Thank you on the early childhood night, it was a first event, it was a neat event and good to build on in the future years. Activities were great. Families were engaged and stayed for a long time.
- March 10 – PD day
- March 20 – Math Night from 5:30 to 6:30
- April 3 – Grade 8 farewell photos
- April 4 – No school; 3-way conferences

<b>4.2</b>	<b>SCC Chair Report – Mishayla Kappel</b>
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### 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**

**Wellness Wednesday**

There was an idea to do a “March Wellness Wednesday” on some various topics. The presentation with Maxine went well. Feedback from a family thanking the school for doing it. The presentation was excellent, the kids were very receptive of it. Kids were engaged. Teachers have been able to reference the presentation and reinforce the messaging. Would be great to have her with parents. Maxine would like to work with parents, and it would likely just require the effort on the scheduling. This will be deferred until May’s meeting and Crystal will work with Tara to get contact information.

**New Items**

- NA

**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.*

March 4, 2025 Account Balance: <b>\$13,980.79</b>
Uncashed Cheques: <b>\$448.24</b>
<b>Funds Available: \$13,532.55</b>
<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.signupgenius.com/go/10COD4AADAB2EA3FEC70-44787324-healthy#](https://www.signupgenius.com/go/10COD4AADAB2EA3FEC70-44787324-healthy#/)

**Upcoming Dates**

- March 12 ☑ Booster Juice
- March 25 ☑ A&W
- April 15 ☑ Booster Juice
- April 30, 2025 ☑ A&W
- May 14 ☑ Swirl World
- May 27 ☑ Subway
- June 1 ☑ DQ

**Babysitter Coordinator – Tara Labuik**

- No updates.



## February Events

### **February Teacher Appreciation Week – Crystal, Andrea, Vanessa**

This went really well and was lots of fun. Crystal provided a breakdown on the budget and it has been added to the financial excel on the SCC Google Drive. The event stayed within budget.

Day 1 – UNO display and the video - no cost really other than some small supplies.

Day 2 – Twister Fruit Display - Fruit was enjoyed by staff.

Day 3 – “Hungry Hungry” Lunch - Crystal and Melissa had to purchase new sauce last minute so this day went slightly over budget.

Day 4 – Candyland Cart – went over well with staff.

Day 5 – Gift card board

Lunch delivery to CRP (separate budget line in SCC budget) – was over budget due to unexpected cost of gluten free pizza and those are not at a school discount price.

Total budget 1500; total spent 1409.13

## March Events

### **March Madness Request – SCC Donation – Crystal Nieviadomy**

March 20<sup>th</sup> from 5:30-6:30. A big thank you for the cards and for the members who went around and found all 210 decks of cards. The stickers will be done on the PD Day on Monday. Half of the door prizes are purchased so far with one prize planned for older grades and one for younger grades. The only thing outstanding is the purchase of the snacks. The SCC discussed and agreed to keep it simple and purchase chips.

## April Events

### **Family Night - Tara Labuik**

Tara has previously done the family virtual events. The SCC discussed using Bricks for Kids again, with a Healthy Hunger option for the meal. However, the SCC learned that Bricks for Kids is closed.

### **Spring Bingo Family Night – Vanessa Ottenbreit and Courtney Toothill**

Courtney and Vanessa will research and plan a bingo event and come to April meeting with a plan. The target date would be Wednesday April 16<sup>th</sup> with an easter/spring theme for prizes.

### **Staff Treat – Crystal Nieviadomy**

Will update the next meeting and will be on PD Day.

### **Administration Professional Day – Melissa Mayer**

April 17<sup>th</sup> can be the date to accommodate the days where there is no school.

## May Events

### **National Principal Day**

## June Events

### **Staff Treat**

### **End of Year Treats**

**Tentative/Future Discussions:** Douglas Park Canteen / End of Year BBQ / Grade 8 Grad Farewell Award



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

5.0	Other/New Items
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N/A

6.0	Next Meetings	
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- April 1, 2025
- May 6, 2025
- June 3, 2025 – Last meeting and AGM

7.0	Meeting Ended	Meeting adjourned 7:40 p.m.
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