



MEETING MINUTES

PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	October 16, 2025
TIME	6:33pm until 8:30 pm

	Executive Members / Voting Members	Present (Y) Regrets (X)	Elected Members / Voting Members	Present (Y) Regrets (X)
VOTING MEMBERS	Mishayla Kapell, Chair	N	Melissa Mayer, Healthy Hunger Coordinator	Y
	Crystal Nieviadomy, Vice-Chair & Social Media Lead	Y	Janelle Forsyth	Y
			Vanessa Ottenbreit	Y
	Lisa B, Treasurer & Secretary	Y	Michelle McIvor	Y
			Andrea Martineau	R
			Courtney Toothill	Y
SCHOOL LIAISON	Karey Harris, Principal	Y	Rhonda Donais, Staff Liaison	R
	Tara Yanyk, Vice Principal	Y	Tia Coffin, Staff Liaison	Y
			Dara Ardelan, Staff Liaison	R
GUESTS	Victoria Wong Mr. Smith			

1.0	Call to Order
	The meeting was called to order at 6:33 p.m.
1.1	Welcome and Introductions
1.2	Adoption of Agenda
	Motion to adopt agenda for October 16, 2025 Motion: Courtney Toothill Second: Vanessa Ottenbreit Favor: All Opposed: None
1.3	Adoption of Meeting Minutes
	Motion to approve the minutes from September 9, 2025 Motion: Courtney Toothill Second: Vanessa Ottenbreit Favor: All Opposed: None

2.0	CRIMINAL RECORD CHECKS
Standing Action Item 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.	



3.0	PAST / DEFERRED ACTION ITEMS
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Past Action Items

- N/A

4.0	REPORTS
4.1	Admin Report

Past Action Items

- Karey to determine next steps for a tax receipt for the tarmac donation – complete
- Karey will ask staff about interest in coordinating school dances – complete
- Karey or Tara to remind staff they can order too, there is a “staff” option on the order form for Healthy Hunger.

Standing Item – SCC Approved Budget Purchases and Payments

- N/A

Admin Report – Karey Harris and Tara Yanyk

- Admin report provided; see attachment.
- Crystal brought forward some parent feedback from previous years.
 - Christmas concert: In the past they used a ticket system and it worked well, but there were also families who were scammed via SCC Facebook page.
 - Remembrance Day: Yes, there will be an assembly, looking at two assemblies both K-8. More to come.
 - Question if the school has noticed a change after the broadcast? Yes, some, from parents we heard they appreciated it, appreciated the information, that the school was involved.
 - Diversity Task Team: Hearing from families, is there a way to broaden our diversity in the SCC and other activities. Could we look at how we do community engagement, offer workshops, seminars, etc... and try and focus on inclusivity, diversity, etc...
 - Traffic Safety: Still hearing lots of feedback from families about traffic safety and community safety. Could the SCC set up a task team to focus on reinforcing and education around creating and maintaining a safe community. Andrea and Michelle are interested; Crystal will speak with Tasha at St. Nicholas about traffic safety.
- Tara updated that they are forming a SLC. Do we want them to have a rep at the SCC meetings? Yes.
- One of the new committees in the school would like to make bannock; they plan to have every student spend time with Mrs. DW. They will review a book, a song, and she will teach them the Cree words for ingredients and between now and Dec 4 – they can make some. The grade 8 kids will go first and then they will become student leaders and help with the younger kids. On behalf of the committee, Tara brought forward a request to the SCC for funding for ingredients for the bannock for approximately 509 students, with costs up to \$700.00.
 - Crystal: Motion to use the cultural enhancement funds, for up to \$700, for ingredients for bannock.
 - Second: Melissa Mayer
 - Favor: All
 - Opposed: None

4.2	SCC Chair Report – Mishayla Kappel
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Past Action Items

- Vista print banner/flags; carried item. No due date.

Ratify E-Motions

New Items

- NA



4.3 SCC Vice-Chair Report - Crystal Nieviadomy

Past Action Items

New Items

2025/2026 Proposed Budget and Annual Plan

The SCC reviewed the proposed budget and made a few suggestions for minor changes to allocated funding.

Melissa Mayer motioned to approve the 2025/2026 SCC budget and plan.

Second: Vanessa Ottenbreit

Favor: All

Opposed: None

SCC Café' Recap

Mishayla and Crystal attended. Playgrounds were the common topic across the SCCs. Discussion about the criteria on accessibility; IE: woodchips. The division should provide direction on the use of woodchips as they are not seen as accessible. The other topic was around how to get more people engaged at the SCC and to have diversity. There are few commitments from the trustee; would be nice if the division did some lunch and learns on common topics across the SCCs; a key example would be their expectations on SCC reporting.

SCC Staff Survey

Went out, good uptake so far. We included a few new questions this year to get a sense on the classroom enhancement funds and how it was used last year. The money spent last year was used on some neat ideas but we also had some teachers who didn't know about it, didn't know what it was for or how to access it. We also received feedback that they liked the flexibility but also heard concerns that it didn't include everyone and overwhelmingly we heard that the credit card was difficult to use vs being reimbursed.

School Spirit Promotional Items

Looking for ideas to boost school spirit.

- Paint facing sticks: these are more expensive with a minimum order of 250 and a purchase cost in the range of \$5.85-\$6.40.
- Croc charms: there is a \$97.00 molding fee but the cost is much more reasonable.
- Button maker: neat idea that went over well for another school activity.

ACTION: The Admin Team will take these ideas back to the students/SLC and gather feedback.

Staff Appreciation Sign-Up

Reviewed the excel, others can sign up as interested.

Melissa interested in helping, but can follow Crystal's ideas and plans.

Caretaker Appreciation

Melissa will coordinate the appreciation gifts, within the allocated funding in the budget.

Bus Driver Appreciation

Melissa will coordinate the appreciation gifts, within the allocated funding in the budget.

Spring-o-Bingo

Courtney would like to help lead this again. Considering doing gift cards instead of prizes. The grand prize is purchased and stored on the SCC shelves.

4.4 Treasurer Report – Lisa B

Past Action Items

- Create a "how to" guide (no deadline)



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.

4.5	Committees/Activities
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Healthy Hunger Coordinator – Melissa Mayer

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

ACTION: Melissa will confirm if we need juice boxes.

2025-26 Plainsview School Healthy Hunger Lunch Dates	Restaurant	Kindergarten	Order Cut-Off Date
Thursday, October 23	Dairy Queen	B	Saturday, October 18
Thursday, November 6	Booster Juice	B	Saturday, November 1
Wednesday, November 19	Boston Pizza	A	Saturday, November 15
Wednesday, December 3	Booster Juice	A	Friday, November 28
Thursday, January 15	McDonald's	B	Saturday, January 10
Wednesday, January 28	Booster Juice	A	Friday, January 23
Thursday, February 12	Subway	B	Saturday, February 7
Wednesday, February 25	Swirl World	A	Friday, February 20
Thursday, March 12	Pizza Hut	B	Saturday, March 7
Wednesday, March 25	Dairy Queen	A	Friday, March 20
Thursday, April 2	Booster Juice	B	Saturday March 28
Wednesday, April 22	Odd Burger	A	Friday, April 17
Thursday, May 7	Swirl World	B	Saturday, May 2
Wednesday, May 20	McDonald's	A	Friday, May 15
Thursday, June 4	A&W	B	Saturday, May 30
Wednesday, June 17	Swirl World	A	Friday, June 12

Babysitter Coordinator – Melissa Mayer and Crystal Nieviadomy

We have eleven (11) babysitters signed up with a schedule created for the year.

Tarmac Painting - TBD

Targeting spring.

Growing Smiles Winder Fundraiser – Melissa Mayer

- Past Action Item: Melissa to contact Growing Smiles for the early bird dates – complete
- The dates are booked, the forms are out on paper (as needed) and on Edbsy banner.

5.0	Other/New Items
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6.0	Next Meetings
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The SCC meetings are generally the second Tuesday of each month from 6:30pm-8:00 p.m. in the school library:

- November 4, 2025
- December 9, 2025
- January 13, 2026
- February 10, 2026
- March 10, 2026
- April 14, 2026
- May 12, 2026
- June 9, 2026
- Regular Meeting 6:30 - 7:30 followed by Annual General Meeting 7:30 - 8:30

7.0	Meeting Ended	Meeting adjourned at 8:28 pm
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www.plainsviewsc.ca
info@plainsviewsc.ca
healthyhunger@plainsviewsc.ca
<https://plainsviewsc.ca/contact>
<https://www.facebook.com/PlainsviewSCC>