



MEETING MINUTES

PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	February 10, 2026
TIME	6:33 pm – 7:51 pm

	Executive Members / Voting Members	Present (Y) Regrets (X)	Elected Members / Voting Members	Present (Y) Regrets (X)
ELECTED/ACCLAIMED VOTING MEMBERS	Mishayla Kapell, Chair	X	Melissa Mayer, Healthy Hunger Coordinator	X
	Crystal Nieviadomy, Vice-Chair & Social Media Lead	Y	Janelle Forsyth	Y
	Lisa B, Treasurer & Secretary	Y	Vanessa Ottenbreit	Y
			Michelle McIvor	Y
			Andrea Martineau	Resigned
			Courtney Toothill	Y
SCHOOL LIAISON APPOINTED MEMBERS VOTING MEMBERS	Karey Harris, Principal	Y	Teacher Liaison (one) <ul style="list-style-type: none"> Rhonda Donais, Staff Liaison Tia Coffin, Staff Liaison Dara Ardelan, Staff Liaison 	Y
	Tara Yanyk, Vice Principal	Y		
GUESTS / NON-VOTING	Denis, student SLC Tiara Hogberg, parent			

SCC Constitution – Section 2: A Plainsview SCC shall not exceed 17 (seventeen) Elected/Acclaimed/Appointed members that include:

- a. Elected/Acclaimed Membership – no fewer than five and no more than nine must be elected, and parents/guardians must form the majority and:
- b. Appointed Membership – no more than one less the number of the Elected/Acclaimed Membership be appointed. Appointed membership shall include:
 - o the Principal and/or the Vice-Principal;
 - o one teacher liaison (as available) from Plainsview School
 - o and may include other members recommended by the Plainview SCC and approved by the Director of Education or designate.
- The Plainsview Executive, with responsibilities outlined in the SCC Handbook, is made up of the following four positions, to be drawn from the Elected/Acclaimed Membership:
 - o Chair
 - o Vice Chair
 - o Secretary
 - o Treasurer

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 Meeting Minutes
	Motion to approve the minutes from January 13, 2026 Motion: Vanessa Ottenbreit Second: Courtney Toothill Favor: All Opposed: None
1.3	Adoption of Meeting Agenda
	Motion to approve the agenda for February 10, 2026 Motion: Vanessa Ottenbreit Second: Courtney Toothill Favor: All Opposed: None



2.0	CRIMINAL RECORD CHECKS
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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
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4.1	Admin Report
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Past Action Items

- Update/discuss what items were donated, purchased by school, vs request to SCC for art room.
- Bannock ingredients and total spent
- SLC cookie/milk, up to \$125.00 allocated SCC funds
- Jump Bands, up to \$150.00 including taxes and shipping – have they been purchased?

Standing Item – SCC Approved Budget Purchases and Payments

- Jan 13, 26 Update: None of the approved items have been purchased yet. The SCC Exec Members will revisit the budget to review what approved budget items can be drawn from the RBE grant to look for efficiencies and reduce administrative burden associated with supplying receipts prior to reimbursement.
- Feb 10, 26 Update: Confirmed none of the items have been purchased. The SCC Exec Members will revisit the budget and identify which items will pull from the RBE Grant vs which will be purchased and reimbursed once receipts are submitted.

Standing Item – Approved Budget Items Drawing from RBE Grant

- Jan 13, 26 request to the Admin Team to provide a balance of the RBE grant and report on what approved items drew down from the balance.
- Feb 10, 26 Update: Confirmed none of the RBE grant has been used. The SCC Exec Members will revisit the budget and identify which items will pull from the RBE Grant vs which will be purchased and reimbursed once receipts are submitted.

Admin Report – Karey Harris

- Clock in the band room, as requested.
- Get Air promotion is up and will go out to parents as well.

Standing Item – Student Leadership Committee Feedback

- SLC Bowling Night Update
 - Bowling ran for an hour across 12 lanes
 - 65+ kids registered and about 12 didn't show up
 - Was well organized
- Dance, DJ, and Canteen
 - Thought \$2.00 was expensive for some of the items
 - Couldn't find candy bars so they provided goldfish instead



- No ketchup chips
- Four options for drinks but they ran out
- The SLC made about \$500.00 on the canteen
- Week at a Glance
 - Feedback has been good.
- What's next for the SLC
 - No big events planned.
 - Need to go back to the planning sheet and consider what the SLC could use the funding for.
 - Lisa noted, that any future requests would need to be in alignment with the SCC approved budget.

February Literacy Event - Update

- Lots of positive feedback. Thank-you to the SCC. Approximately 50 families submitted.
- Every submission was a draw; the literacy committee pulled the names.
- Double purchased the prizes with a copy to the library.
- Total cost \$301.78

4.2	SCC Chair Report – Mishayla Kapell
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Past Action Items

- Past Action Item: Vista print banner/flags; carried item.

Ratify E-Motions

- None

New Items

- Not in attendance.

4.3	SCC Vice-Chair Report - Crystal Nieviadomy
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Past Action Items

- N/A

New Items

- Feb 9-15 - Staff Appreciation Week – Crystal Nieviadomy
 - In progress.
 - \$1350 budgeted.
 - \$448 received in donations.
 - Each of the planned budget line items are close or under budget.
 - We are under budget overall by \$520.19
 - Our sister school, Seven Stones, has expressed their gratitude and says thank-you.
- SCC Membership
 - Andrea has other commitments and has submitted her resignation.
 - Andrea has stepped away from the balance of her term 2025/2026 and 2026/2027
 - We can elect a new member, for the balance of Andrea's term.
 - Crystal motioned to nominate Tiara Hogberg.
 - Motion: Crystal Nieviadomy
 - Second: Courtney Toothill
 - Favor: All
 - Opposed: None.



4.4 Treasurer Report – Lisa B

Past Action Items

- Create a “how to” guide – draft started.

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.

Investment Items

The SCC discussed the purchasing of items so students in this school year can benefit from the purchases. With the action item to replan what is drawn from the RBE grant vs drawn from SCC funds, it was recommended that once the budget is approved in the fall that purchases are made earlier in a school year so that students in older grades can benefit from them.

The SCC discussed the larger investment items and the best return on investment for the student community. In alignment with the recommendation of purchasing items that provide a broader return on investment.

ACTION: The Admin Team will research the following options:

- Inventory of the mats and report back on frequency of usage, repair vs replace, etc..
- Reusable jerseys/pinnies with the existing Storm logo, so they can be used across multiple teams (ie: track).
- Team jerseys to replace existing

4.5 Committees/Activities

Healthy Hunger Coordinator – Melissa Mayer

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

With the new teachers at the school, the SCC discussed creating a flyer for quick tips and tricks for staff. Some staff weren’t aware they could order for themselves. With the McDonalds order there was one complaint about a missing order and the SCC will refund the order for \$7.81.

2025-26 Plainsview School Healthy Hunger Lunch Dates	Restaurant	Kindergarten	Order Cut-Off Date
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

- No updates.

Diversity Task Team – Michelle McIvor

- They have done some research and have some ideas but with Andrea’s resignation, they suggest a pause until we regroup and have new membership to help support.

Upcoming Events

March

- March Math Event – Dara



- Committee met and would like to do March 13th and with March 14th they are trying to use the theme “pie”
- Lisa updated that the approved and allocated budget remaining is \$248.00
- No motion required if these funds are requested as the budget was previously approved.
- If reimbursement through the SCC is required; we need receipts.
- Admin team and committee can work on the play on words and math
- SLC could do a fundraiser and sell pie.

- Date TBD – Staff Appreciation Treat Delivery – Crystal Nievidomy
 - Pending the outcome of the Teacher Committee and their March event; Crystal will know if she is doing a treat delivery in March.

April

- Date TBD - Staff Appreciation Treat Delivery

- April 16 - Spring Bingo Fundraiser – Janelle, Courtney, Vanessa
 - Bingo Caller: Mr. Smith
 - License: **ACTION:** Crystal will coordinate the license but needs all details from the planning committee by March 16th.
 - Location / Set up: **ACTION:** The Admin Team will book the gyms, kitchen, equipment, inventory tables and chairs available.
 - Prizes: Committee will purchase gift cards as prizes; grand prize already purchased. **ACTION:** Crystal to confirm funds available for spending on prizes.
 - Courtney working on food. Suggest we buy pizzas and sell it by the slice and try and pre-order and people sign up ahead of time. **ACTION:** Courtney will determine what restaurant and what they want to order from to get an idea on the prices. Dominos has given 50% off to schools in the past. Canteen: Pizza, pop, candy bags.

- April 22 - Admin Professionals Day – Melissa Mayer

Community Engagement Meeting re: Development Around School

- Not well attended. Wasn't a lot of communication on proposal. Suggestion is that they take out the bus turnaround and make that into a temporary road that runs along the field to Courtney and then put a 4-way stop at Courtney and Whelan. The members who facilitated that community meeting will go back to the city.

Water Fountains

- Water quality is being tested. These water fountains do not have a removable filter within them.

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 6:30 pm-8:00 pm in the office meeting room.

- March 10, 2026
- April 14, 2026
- May 12, 2026
- June 9, 2026. Regular Meeting 6:30 pm - 7:30 pm followed by Annual General Meeting 7:30 pm - 8:30 pm.

7.0	Meeting Ended	Meeting adjourned at 7:51 pm
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