



MEETING MINUTES

PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	June 9, 2026
TIME	6:36 pm to 7:35 pm

	Executive Members / Voting Members	Present (Y) Regrets (X)	Elected Members / Voting Members	Present (Y) Regrets (X)
ELECTED/ACCLAIMED VOTING MEMBERS	Mishayla Kapell, Chair	Y	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	R
			Tiara Hogberg	R
			Courtney Toothill	Y
SCHOOL LIAISON APPOINTED MEMBERS VOTING MEMBERS	Karey Harris, Principal	Y	Teacher Liaison (one)	
			• Rhonda Donais, Staff Liaison	R
	Tara Yanyk, Vice Principal	Y	• Tia Coffin, Staff Liaison	Y
			• Dara Ardelan, Staff Liaison	R
GUESTS / NON-VOTING				

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

- Elected/Acclaimed Membership – no fewer than five and no more than nine must be elected, and parents/guardians must form the majority and:
- Appointed Membership – no more than one less the number of the Elected/Acclaimed Membership be appointed. Appointed membership shall include:
 - the Principal and/or the Vice-Principal;
 - one teacher liaison (as available) from Plainsview School
 - and may include other members recommended by the Plainsview 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:
 - Chair
 - Vice Chair
 - Secretary
 - Treasurer

1.0	Call to Order
	The meeting was called to order at 6:36
1.1	Welcome and Introductions
1.2	Adoption of Meeting Minutes
	Motion to approve the minutes from May 12, 2026 Motion: Janelle Forsyth Second: Melissa Mayer Favor: All Opposed: None
1.3	Adoption of Meeting Agenda
	Motion to approve the agenda for June 9, 2026 Motion: Courtney Toothill Second: Melissa Mayer 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

- Executive Members - prepare AGM materials - complete
- Expression of Interest - complete

4.0	REPORTS
4.1	Admin Report

Standing Item – Student Leadership Committee Feedback

- Wrapping up the year and plan to continue with SLC next year for students in grades 7 and 8.
- They can fill out an application form, do an interview and then we'll do a yearly plan.
- The SLC is hosting a K-3 playday next week and the SLC is taking the leadership role for the event.
- They are going to have an SLC wrap up party.

Past Action Items

- Inquiry with Crazy Ape Extreme Equipment - pending.
- Talk to Mark about storing paint at the school after the tarmac painting - pending.

Standing Item – SCC Approved Budget Purchases and Payments

Standing Item – Approved Budget Items Drawing from RBE Grant

- June 5, 2026: Balance is \$382.64
- **ACTION:** Tara and Crystal will work together on a plan for using the RBE grant before the end of the school year.

Admin Report

- Thank you from the staff, the SCC has been a great support to the school and together we have created a good partnership. We want you to know we appreciate the work the SCC does, it makes the school run smoother and adds to the culture of the school.
- Staffing: We have a couple staff retirements this year and expect some turnover. We expect about 11 new staff coming into the school, we have shared the details with staff.
- The long jump pit is done and in place.
- We are getting some more decals of the storm values. As well as some items around the classrooms that will match the other work. The new logo will remove the tree.
- Next Year:
 - Monday August 31: Backpack drop off
 - August 31: Staff return
 - Sept 2: First day of school



- Feedback we've heard and some logistics to consider:
 - Lots happening within the school and classrooms, plus the SLC and SCC events, so we can look for ways to coordinate together to make it easier on parents. We've noticed that kids cannot handle multiple things in a day; so again, looking for the best way to coordinate the various events. We can look at the Healthy Hunger calendar and the school sales and plan, so we don't overlap.
 - Budget planning: We found a streamlined way to use the RBE grant that also follows the SCC documentation requirements. Next year when building out the budget, we can look to reuse that approach we did this year.
 - Volunteers: Getting people to volunteer and getting more involved to one night vs meetings
 - Meeting format: December and June are tough months for the Admin Team. We could consider a hybrid, or, have the Admin Team attend the start and then they can leave during the committee discussions.
 - Grade 8 Farewell - This will be in the evening and this grade 8 will be the first class that has been in the school K-8. We have brought awards back and there are some new ones and we have metals. We are looking for ways to make this special.
 - Year-end assembly is on June 22nd at 1:00. We are trying to find ways to include parents, it will be 2 hours long and will involve presentations, cheerleaders, a grad slide show, and we will be acknowledging the groups and clubs.
 - **ACTION:** Crystal suggested they call out the SCC babysitters.
 - Mishayla reflected on the year and told the Admin Team that it's been a positive change, you can feel that the spirit is back in the school and the excitement in the kids is noticeable.

4.2	SCC Chair Report – Mishayla Kapell
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Past Action Items

Ratify E-Motions

New Items

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

Purchase of Reusable Investment Items (backdrop, arch, etc.)

The backdrop was purchased and is in the storage room. We did not get an archway because Crystal wasn't sure if the wood frame would fit in the storage space. The archway may be a bring forward item to next year's SCC once we know about storage. After the Grade 8 Grad, Kevin will take the backdrop home, clean it and paint it.

New Items

4.4	Treasurer Report – Lisa B
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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.



4.5

Committees/Activities

Tarmac Painting

Deferred due to weather; will have to happen in August and try and have it done before the start of the new school year. The Co-Op worked with the pricing and got us all the paint we needed for under the \$1000.00.

ACTION: Crystal talked with McNeil, they require a cheque to hold the templates (refundable), would like to motion to get a cheque for \$200.00 to borrow the templates, copy them, and then we have our own, and then they return the cheque.

- Motion to provide McNeil a \$200.00 cheque as a deposit for the templates.
- Motion: Crystal Nieviadomy
- Second: Courtney Toothill
- Favor: All
- Opposed: None

Healthy Hunger Coordinator – Melissa Mayer

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

2025-26 Plainsview School Healthy Hunger Lunch Dates	Restaurant	Kindergarten	Order Cut-Off Date
Wednesday, June 17	Swirl World	A	Friday, June 12

The Admin Team provided feedback that the number of HH was ok and provided feedback that we communicate with families that if they ordered a HH lunch and are missing that day that the lunch will be sent home with a sibling or allocated to another family or thrown out. They will not be stored at the school for pickup at a later time. Having the names on the bags worked really well. The SCC discussed a “donate lunch” option, where families could pay for a lunch and then the Admin Team could pick a student and have it ordered for them. Melissa will look into the option of donating meals.

Babysitter Coordinator – Melissa Mayer and Crystal Nieviadomy

We had a good group of kids.

Diversity Task Team – Michelle McIvor

Deferred until next school year.

June 5: Track and Field Canteen - Melissa Mayer and Crystal Nieviadomy

This canteen was a huge success. We ran out of items, twice! We had such good sales we had to run to the bank for coins and smaller bills. The first time we ran out of canteen items was around 12:30, we purchased more items, and again by 2:30 we were sold out. The canteen made \$1360.00 profit. Mr. Miller said there was positive feedback on the canteen and how efficient it was. Having the option for e-transfer worked really well. Overall, the canteen ran from about 10-2:30 and we precooked 120 hot dogs and kept them warm in the crockpots; new ones we cooked on the BBQ. The setup worked amazing.

June 8: Staff Treats

Slurpees delivered and went over well.



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healthyhunger@plainsviewsgcc.ca
<https://plainsviewsgcc.ca/contact>
<https://www.facebook.com/PlainsviewSGC>

June 15: Year End BBQ – Melissa Mayer

Working on the details, as of this morning we had 75 pre-orders. Groceries are ordered and will be delivered. The Admin Team confirmed that if the weather is bad, we can have access to the gym. The Admin Team will provide some garbage cans and recycle bins and we have four tables in the canteen we can use. Courtney has four tables if we want to use them. The BBQ will be delivered after recess, around 2:45, and they will come pick it up. The Admin Team said there is water and juice boxes in the fridge and to use them up as part of the BBQ.

TBD: Student Year End Treats - Vanessa Ottenbreit

The Admin Team recommended these be handed out after the assembly on the afternoon as all of the students will be there. Treats should be in the freezer by June 19th. Superstore has been the cheapest and the budget allocated is \$190.00.

5.0	Other/New Items
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Banners – Lisa B

On April 17, 26, Lisa shared the quote for the banners from Allied Printers in Regina. The Admin Team confirmed we can store them at the school. The SCC would like to see some more mock-ups of designs and to include the storm logo. We will get two medium and two base.

Motion to spend up to \$600.00 for two flags and two bases for event promotion.

Motion: Lisa B

Second: Janelle Forsyth

Favor: All

Opposed: None

Retirement Gifts - Melissa Mayer

There are two staff retiring this year. Melissa will get two \$75.00 gift cards for the retirement gifts, no motion required as it's a budget line item.

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. TBD by next year's SCC.

7.0	Meeting Ended	Meeting adjourned at 7:35
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