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MEETING MINUTES

PLAINSVIEW SCHOOL COMMUNITY COUNCIL (PSCC)

LOCATION	Plainsview School
DATE	October 13, 2026
TIME	6:32 pm to 8:15 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	X
			Vanessa Ottenbreit	Y
	Lisa B, Treasurer & Secretary	X	Michelle McIvor	Y
			Tiara Hogberg	Y
			Courtney Toothill	Y
SCHOOL LIAISON APPOINTED MEMBERS VOTING MEMBERS	Karey Harris, Principal	Y	Teacher Liaison (one) • Rhonda Donais, Staff Liaison • Tia Coffin, Staff Liaison • Dara Ardelan, Staff Liaison	 X Y X
	Tara Yanyk, Vice Principal	Y		
GUESTS / NON-VOTING			Denys Guz Sheila Hughes Jill Dwyer	

1.0	**Call to Order**
	The meeting was called to order at 6:32 pm.
1.1	**Welcome and Introductions**
1.2	**Adoption of Meeting Minutes**
	Motion to approve the minutes from June 9, 2026 Motion: Courtney Toothill Second: Melissa Mayer Favor: All Opposed: None
1.3	**Adoption of Meeting Agenda**
	Motion to approve the agenda for October 13, 2026 Motion: Michelle McIvor Second: Melissa Mayer Favor: All Opposed: None

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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.

Complete forms for Mishayla, Melissa, Vanessa, Michelle, Tiara and Courtney were received and placed on Laura's desk.

3.0	PAST / DEFERRED ACTION ITEMS

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

- Working on self-sustainability
- Fundraisers and FUNraisers planned for the year

Past Action Items

- No carryovers

Standing Item – SCC Approved Budget Purchases and Payments

- SCC Funds – Admin to provide receipts or requests for SC reimbursements

Standing Item – Approved Budget Items Drawing from RBE Grant

- RBE Grant – Admin to provide monthly balance

Admin Report

- Amazing school startup this year
- New clothing options inspired by student suggestions
- Really appreciated no September meeting
- Assemblies to include parents of recognized students when capacity permits
- All requests for funding to be sent to the admin team to review first

4.2	SCC Chair Report – Mishayla Kapell

Past Action Items

Ratify E-Motions

New Items

- Dr. Hanna SCC Children's Mental Health Event – October 21st. Post to socials and Edsby.

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4.3	SCC Vice-Chair Report - Crystal Nieviadomy

Past Action Items

- Tarmac painting completed
- Collection of Band-Aids, granola bars, single packaged snacks, spoons, and sandwich bags a success

New Items

- Staff Survey, draft budget and plan – review and approve - good results, use to build plans, filter back to admin team
    - 2 winners – Lang, Mailhot
- Review budget and planned purchases

Motion to approve the 2026-2027 budget as presented:
Motion: Courtney Toothill
Second: Melissa Mayer
Favor: All
Opposed: None

4.4	Treasurer Report – Crystal Nieviadomy on Behalf of Lisa B

Past Action Items

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.

- Funds for painting supplies came through, coded to last year.
- Some new purchases coming in already

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4.5	Committees/Activities

Healthy Hunger Coordinator – Melissa Mayer

Off to a good start this year. Added in some new vendors that came highly recommended. Added a donation line based on discussions last year. A new process will be in place where if a lunch is not picked up by 3:30 p.m., it will get donated.

Babysitter Coordinator – Melissa Mayer and Crystal Nieviadomy

We have secured 11 babysitters this year and the schedule has been created.

Fall Fundraiser – Melissa Mayer

Growing Smiles kicked off last week. Everything is on track, paper forms sent out this year based on feedback from the past two years.

Diversity Task Team – Michelle McIvor

No current discussion at this meeting.

5.0	Other/New Items

6.0	Next Meetings	

SCC MEETING SCHEDULE

- Nov 10, 2026
- Dec 2026 – no meeting
- January 12, 2027
- Feb 2027 – no meeting
- March 9, 2027 - virtual
- April 13, 2027
- May 11, 2027
- June 8, 2027 & AGM

7.0	Meeting Ended	Meeting adjourned at 8:15 p.m.