

REGULAR MEETING AGENDA

FOR Wednesday, September 17, 2025

At 5:15 pm, KCI Library

Item #	Agenda Item	LEAD	TIME
1	CALL TO ORDER	Chair	5:15
2	WELCOME, TREATY DECLARATIONS & INTRODUCTIONS	Volunteer	5:16
3	ADOPTING OF AGENDA For Approval	Chair	5:20
4	APPROVAL OF MINUTES FROM LAST MEETING For Approval	Sec-Tre	5:22
5	BUSINESS ARISING For Discussion A. KCI Outdoor Space Project (SADD Slo-pitch Game)	Caitlin	5:25
6	DELEGATION / ACTIVITY For Information Gathering •	Chair	--
7	ACCEPTANCE OF REPORTS Motion after all are presented A. Chairperson's Report B. Treasurer's Report C. Principal's Report D. Student Leadership Council E. GSSD Board Report	As listed	5:35
8	NEW BUSINESS For Discussion/Motion A. Setting SCC 2025-26 Priorities B. Setting Regular SCC Meeting Dates & Times C. Setting Parent Survey Questions D. Bus Driver's Appreciation Day (Nov)	Becenko	6:00
9	COMMUNICATIONS For Review	Chair	6:35
10	UPCOMING IMPORTANT DATES For Discussions	Chair	6:40
11	ADJOURNMENT & MEETING EVALUATION Motion to Adjourn	Chair	6:45

FIRST SCHOOL COMMUNITY COUNCIL OF 2025-26

WELCOME! We are so glad you are here 😊

Our Mandate:

We are here to support improved student learning and the well-being of students in our school. SCCs help to encourage parents and community members to engage in both the learning success and wellness of the students in their community.

Code of Conduct:

There is an expectation as a member of the SCC to conduct yourself in a certain manner. The SCC Code of Conduct addresses this expectation.

- **Discussions** - The council is not a forum to discuss any student, parent, teacher, school personnel, or community member.
- **Confidentiality** - If you are approached as a council member by a parent or community member, the discussion should be treated with discretion and the people involved should be kept confidential.
- **Conduct** - SCC members must adhere to the following:
 - Honour the role of the SCC.
 - Be guided by the overall vision and purpose of the SCC.
 - Perform duties with honesty and integrity.
 - Endeavour to be familiar with the vision, mission and shared values of the school division and perform duties accordingly.
 - Endeavour to become familiar with administrative procedures of the school division.
 - Work to ensure that the well-being of students is of primary focus in all decisions.
 - Respect the rights of all individuals.
 - Encourage a positive atmosphere where individual contributions are valued.
 - Contribute to consensus building.
 - Encourage and support parents and students with individual concerns to act on their own behalf and provide information on processes for addressing concerns.
 - Work to ensure that issues are resolved through due process.
 - Strive to be informed and only share information that is reliable and correct.
 - Respect all confidential information.
 - Declare any conflict of interest.
 - Support public education.

Our Treaty Land Declaration

We acknowledge the land on which Kamsack Comprehensive Institute School sits is Treaty Four Territory, signed September 1874 at Fort Qu'Appelle - the traditional territory of the Anishinaabe, Cree, Assiniboiné and Métis Peoples. Acknowledging territory shows recognition of and respect for Indigenous Peoples both in the past and the present.

8A. SCC Activity/Financial Plan in Support of the SLP

LAST YEAR, the SCC has prioritized outcomes within the [School Level Plan](#) and has developed a series of planned actions to support achievement of those outcomes. The SCC's activity plan and related financial implications were as follows:

High-Quality Teaching & Learning

Division Priorities	Activity \$
Improving Student Outcomes Supported principal with Quad System	
Implementing the "Inspiring Success" Policy Supported principal with Early Dismissals for Staff PD focusing on mental health & wellness practices	
Developing GSSD leaders	
Ensuring consistent practices across GSSD schools	
Delivering high-quality teaching & learning resources	

Healthy, Sustainable Physical & Social Environments

Division Priorities	Activity \$
Enhancing mental health and wellbeing for students & staff - Bus Driver's Appreciation Day gifts - Teacher & Staff Appreciation Day gifts	
Offering safe & inviting facilities Provided financial support for sharpening of school skates	\$500
Promoting equity, diversity & inclusion	

Effective Policies and Procedures

Division Priorities	Activity \$
Upholding clear, high-quality Board of Education policies.	
Focusing on educational approaches that prioritize student success	
Allocating resources to improve experience for students, staff, and the community - Supported the 2025-26 Fee Schedule - Launched the Outdoor Space Improvement Project with a Discount Card fundraiser in partnership with 16 local businesses.	

Engagement of All Students, Families, and Communities

Division Priorities	Activity \$
Fostering connections and supporting transitions	
Valuing input from students, families, staff, and the community. Sent out 2 parent surveys: fall parent survey & spring school fees survey	
Communicating openly and clearly - Shared updates via Student Start-Up Packages, School Messenger, Edsby & FB - Meeting minutes available on KCI's website under "About Us."	
Forming partnerships to support GSSD's priority areas Partnered with SADD for a Slo-Pitch Tournament—postponed due to rain, but still a great collaboration!	

	TOTAL Estimated Activity Costs	\$
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SCC Annual Activities Plan & Financial Report

In addition to activities that support the School Level Plan, SCCs also undertake various general operational, communications, public relations and professional development activities funded through the annual operating grant provided by the Board of Education. The SCC's operational plan for the year is as follows:

SCC Operation Plan - Activities	Estimated Cost
Bank Fees	\$
	\$
	\$
	\$
TOTAL Estimated Activity Costs	\$

School Community Councils may use a portion of the annual operating grant from the Board of Education for: ii. Vehicle expense allowance for events and meetings. iii. Communication and public relations. iv. Conference attendance and professional development. v. Incidental expenses such as postage and printing.

8B. Meeting Dates (Annual Agenda Checklist)

☒	Month	Activity	Lead
☐	September Meeting	Principal share & discuss actions, deliverables, and timelines for the School Level Plans for SCC approval.	Principal
		Set & Submit list of SCC Meeting Dates and Times including SCC Annual Meeting Date after your initial 2022-2023 meeting to info@gssd.ca	Secretary
		Plan for SCC Annual Meeting & Elections including appointing a KCI staff member as Returning Officer for elections.	Chair
☐	September 20th	Ensure that your SCC Annual Financial Statement, bank statement and bank reconciliation are submitted to info@gssd.ca	Treasurer
		Ensure that school website has an SCC section/tab and includes current members listing, constitution and previous year & current year minutes.	Secretary
☐	October Meeting	Principal reviews & seeks feedback on GSSD school: • fundraising guidelines • school fundraising plan • format for parent-teacher-student conferences • School Priority Action Plans	Principal
☐	October	Advertise/Publish Notice of Call of Election & AGM no later than 4 weeks of Annual Meeting Date on school website and through School Messenger and Edsby.	Secretary
		Send out invitation to Chief and Councils of Cote FN and Keeseekoose FN for First Nation Representative on SCC for upcoming year.	Secretary
☐	October 31st	School Priority Action Plans (Project Plans) approved by SCC and submitted to the Coordinator of Continuous Improvement and Reporting.	Principal
☐	November Annual Meeting	Approve Previous Years' Annual Meeting Minutes, SCC Annual Report, Member elections, Officer Selection	
☐	ASAP after November Meeting	Submit List of SCC Members, Positions following your SCC Annual Meeting to Principal to update website & GSSD. Submit a copy of the Annual Meeting Minutes to donna.court@gssd.ca as soon after the meeting.	Secretary
		Letter to ACU for change of signing authorities (if required)	Treasurer
☐	January Meeting	Develop SCC Activity & Fundraising Plan in Support of SLP	Chair
		Develop Annual Activity and Financial Plan for SCC Operations	Chair
☐	March Meeting	Review Constitution and proposed amendments – if required. If the SCC Constitution changes, please forward to info@gssd.ca for Board Approval.	Secretary
☐	May Meeting	Confirm that all meeting minutes have been added to your school's public website	Secretary
		Principal reviews GSSD school fees for upcoming school year.	Principal
		Conduct SCC and Board Self Assessments	Chair
☐	July/August	SCC Accounts need to be wrapped up for the School Year	Treasurer
☐	August 31st	GSSD Fiscal Year End – SCC Year End (September 1 to August 31) financial Statement; bank reconciliation; a copy of the bank statement as of this date is required for audit purposes. Reporting templates and instructions will be provided by GSSD Division office and will be available online.	Treasurer

8C. DRAFT PARENT SURVEY QUESTIONS

Dear KCI SCC Members, Parents and Community Partners

Your SCC is seeking your feedback. Your input will help your SCC to plan future events that will better serve your needs.

Instructions:

This survey will be available until **September 30, 2025**. Your responses will be kept confidential. A summary of the responses will be shared at **the next SCC meeting** scheduled for Wednesday, **October _____, 2024** starting at **5:15 pm** in the KCI Library.

Thank you for taking the time to complete this survey.

1. What is your name (optional)
2. What would help you, as a parent, become more involved in your child's education?
3. How can our school improve communication with you?
4. What type(s) of communication do you prefer-Edsby, newsletter, website, email, agenda, mail, open house, face-to-face meeting, etc.?
5. What would you like to do to be more involved?
6. What talents/skills do you have that you could share?
7. What aspects of your child's education (curriculum, instruction, assessment, etc.) do you want to learn more about?
8. What do you perceive the needs of the school to be?
9. Please explain what you would like to do to be more involved.
10. What talents / skills do you have that you could share?
11. What aspects of your child's education (curriculum, instruction, assessment, etc.) do you want to learn more about?
12. What do you perceive the needs of the school to be?

MINUTES



KAMSACK COMPREHENSIVE INSTITUTE

MINUTES OF THE REGULAR MEETING OF THE SCHOOL COMMUNITY COUNCIL

Held on Tuesday, May 28, 2025

held In Person in the KCI Library

ATTENDANCE:

Council Representative Members present included: Anna Cymbalisky, Laureen Spivak, Wendy Becenko, Caitlin Lucash, Shanneen Tataryn, Anna Cymbalisky, Shelima Prejola.

Permanent Representative in attendance include Karie Thomas, Principal; Michelle Guillet, Teacher Rep;

Regrets received from: Jaime Johnson, GSSD Board.

MEETING DETAILS:

CALL TO ORDER

Acting Chair Wendy Becenko called the meeting to order at 5:16 p.m. Wendy welcomed everyone and acknowledged that the land on which we gather is Treaty Four Territory by citing our KCI acknowledgement statement:

"We acknowledge the land on which Kamsack Comprehensive Institute School sits is Treaty Four Territory, signed September 1874 at Fort Qu'Appelle - the traditional territory of the Anishinaabe, Cree, Assiniboine, and Metis Peoples. Acknowledging territory shows recognition of and respect for Indigenous Peoples both in the past and the present."

APPROVAL OF AGENDA

|Motion moved by Laureen and carried with all in favour:

THAT the agenda be approved as presented.

Carried.

APPROVAL OF REGULAR MEETING MINUTES

|Motion moved by Anna and carried with all in favour:

THAT the minutes of the March 19, 2025, Regular Meeting be approved as presented noting spelling corrections to names will be updated.

Carried.

BUSINESS ARISING FROM MINUTES

DISCOUNT CARD FUNDRAISER:

The SCC discussed the fundraiser project.

- Goal: Sell 500 discount cards = \$12,500 raised funds

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- Actual: 95 cards sold = \$2375 raised
- Promotion Plans
 - Friday, June 20: Caitlin & Michelle will sit at Co-op to sell
 - Saturday, June 21: Wendy & Anna sit at table at the carnival market area.

OPENING OF SUB ACCOUNT FOR FUNRAISER PROCEEDS:

There was discussion about setting up a sub account for the fundraising project.

MOTION moved by Caitlin and seconded by Michelle.

WHEREAS there is no charge to us, THAT the SCC be approved to open a savings sub account at the Affinity Credit Union under our KCI SCC membership as a trust account for fundraising project – Outdoor Space Project AND FURTHER THAT the authorized signors be the same persons listed our chequing account.

Carried.

SADD / SCC Slo-pitch Event (June 23):

MOTION moved by Laureen and seconded by Anna.

THAT SLC pay for the free hamburger & drink for the SADD / SCC Slo-pitch event on June 23.

Carried.

DELEGATIONS:

None.

REPORTS:

The following reports were reviewed.

CHAIRPERSON'S REPORT

None.

FINANCIAL REPORT

Annual Financial Report prepared by Treasurer; Caitlin Lucash reported that the bank balance as of April 30, 2025, is **\$5,385.88** noting the only change is bank fees.

ADMIN REPORT

Principal Karie Thomas reviewed here written Admin Report as of May 28, 2025, and is attached to and form part of these minutes.

GSSD BOARD REPORT

Jaime Johnson, GSSD Board Chair sent us her regrets.

SLC REPORT

No report.

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NEW BUSINESS:

SETTING OF 2025/26 BELL SCHEDULE

Mrs. Thomas presented her draft bell schedule for the new year. It begins with a bell warning at 8:45 am and dismissal at 3:15 (Previously 3:18 pm). Lunch will be extended to 45 minutes and starts at 12:15 ending at 1:00 pm. There will be no recess in the afternoon leaving a 3-minute transition for students to change classes. They are going to try minimizing the bells this year. Other schools have done this and are getting a great response from teachers and students alike.

| **Motion** moved by Caitlin & seconded by Shanneen:

THAT the SCC support the proposed Bell Schedule presented by Mrs. Thomas for the 2025/26 school year. CARRIED.

SETTING OF 2025/26 EARLY DISMISSALS

Mrs. Thomas wants to continue with the Early Dismissal for the 2025-26 year. She shared some of the PD learnings that the staff took part in that focused mainly on mental health and wellness practices.

| **Motion** moved by Anna & seconded by Caitlin:

THAT the SCC support administration with the continuation of the Early dismissals for the 2025/26 school year. CARRIED.

SETTING OF 2025/26 SCHOOL FEES

The SCC were provided information on current fees, the costs of school fees for 2024-25 as well as the results of the parent school fee survey sent out in May, 2025.

| **Motion** moved by Laureen & seconded by Caitlin:

THAT the SCC support administration with the setting of Student School Fees for the 2025/26 school year as follows:

- *Student Fees shall be \$40 set at \$40 for all students KCI*
- *Elective Courses for Grade 10-12 shall be set at \$40 each to a maximum of 2 elective classes.*
- *Band fees shall be set at \$50.* CARRIED.

SCHOOL FEE RECEIPTS

Parents raised the concern / request to have receipt emailed sent to them when they pay monies at the office. Karie and Wendy will discuss how the school can make this happen.

SETTING OF 2025/26 SCHOOL SUPPLIES LISTS

Parents voiced that they prefer not to have to buy school supplies. They would like them to be included in their school fees. Mrs. Thomas supported this recognizing that school fees would have to be much higher. The parent survey on school fees was 50/50 in support of raising fees. This will have to be reviewed further.

SETTING OF 2025/26 SCHOOL PICTURES

KCI will be contracting Lifetouch for school pictures this year.

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UPCOMING IMPORANT DATES:

Upcoming important dates include:

- June 4 – Grade 4 tour at KCI
- June 4: 19th Annual Walk & Roll
- June 6: Interschool Graduation Powwow
- June 6: 4th Annual BBQ Bash: Golf & Grill Fundraiser
- June 12: Final Early Dismissal Day
- June 13: Spectacular Spartans Awards
- June 23: “Safe at Home” Community Slo-Pitch Game & BBQ
- June 25&26: High School Exams (Grade 10-12)
- June 26: Last Day of School
- June 27: KCI Graduation Ceremony
- Next SCC meeting: September 17, 2025

ADJOURNMENT:

Wendy adjourned the meeting at 7:03 p.m.

MINUTES

KCI SCC

C/O KCI, PO Box 579,
Kamsack, SK S0A 1S0



Submissions & Feedback

Any inquiries about SCC activities may be submitted to any following member of the KCI SCC Council. All parents are welcome to attend KCI's SCC meetings. Approved minutes and more information about your KCI SCC can be found on the KCI website [KCI | School Info | School Community Council](#)

KCI's SCC Representative Members 2024-25:

Member Name	Position	Email
Shelley Filipchuk	Chair, Community	roadside@sasktel.net
Andrea Marsh	Vice-Chair, parent	andrea.marsh@gssd.ca
Wendy Becenko	Secretary, parent	wendy.becenko@gssd.ca
Caitlin Lucash	Treasurer, parent	veregin322@gmail.com
Amanda Burback	Member at large, parent	amanda.burback@gmail.com
Anna Cymbalisty	Member at large, parent	anna.cymbalisty@gssd.ca
Laureen Spivak	Member at large, parent	lmspivak@icloud.ca
Shaneen Tataryn	Member at large, parent	shanneen@hotmail.com

Permanent Representative	Name	Email
Principal	Karie Thomas	Karie.thomas@gssd.ca
KCI Teacher Rep	Michelle Guillet	Michelle.guillet@gssd.ca
GSSD Board Rep	Jaime Johnson	Jaime.johnson@gssd.ca
Cote First Nation Rep	Vacant	
Keeseekoose First Nation Rep	Vacant	

KCI's SCC Meeting Dates 2024-25:

Date	Time	Location
September 18, 2024	5:15 pm	KCI Library
October 16, 2024	5:15 pm	KCI Library
November 20, 2024	5:15 pm	KCI Library
January 23, 2025	5:15 pm	Kamsack Rink (Broda Sportsplex)
March 19, 2025	5:15 pm	KCI Library
May 28, 2025	5:15 pm	Kamsack Ball Diamonds

Summary of Revenue & Expenses				
*Please fill out the orange coloured cells below				
*The "Tip sheet" tab has some explanation on each section				
As of date:	August 31, 2025			
SCC Location:	Kamsack			
Chairperson:	Shelly	Email		
		Phone #		
Treasurer:	Caitlin Lucash	Email	veregin322@gmail.com	
		Phone #	503-250-3169	
Opening balance as of:	September 1, 2024		\$ 2,143.07	A
REVENUES				
<u>Umbrella</u>	<u>Details</u>	<u>Dollar Amount</u>		
Administration:	1) GSSD Grant	1,400.50		
	2)	-		
	3)	-		
	4)	-		
Board Funds:	1)	-		
	2)	-		
	3)	-		
	4)	-		
Clubs & Activities:	1)	-		
	2)	-		
	3)	-		
	4)	-		
Fundraising Activities:	1) SCC Discount Cards	2,375.00		
	2)	-		
	3)	-		
	4)	-		
Total Revenue			\$ 3,775.50	B
EXPENSES				
<u>Umbrella</u>	<u>Details</u>	<u>Dollar Amount</u>		
Administration:	1) Teacher Appreciation	16.81		
	2) Bus Driver Appreciation	25.95		
	3) Teacher Appreciation	143.96		
	4)	-		
Board Funds:	1) Bank Fee	12.00		
	2)	-		
	3)	-		
	4)	-		
Clubs & Activities:	1) Sharping Skates at Saskam	198.05		
	2)	-		
	3)	-		
	4)	-		
Fundraising Activities:	1) SCC Discount Cards	300.69		
	2)	-		
	3)	-		
	4)	-		
Total Expenses			\$ 697.46	C

Ending Balance as of:	August 31, 2025		\$ 5,221.11	A + B - C
Bank Balance as of:	August 31, 2025		\$ 5,221.11	
		difference	-	Should be zero

SCC Meeting – Student Leadership Council

- September 22nd - SLC is hosting a Terry Fox Dodge-ball – event for the Terry Fox Foundation for Cancer Research. KCI has been involved in most of the 45 years of the fundraiser. It's a KCI tradition!
- Rider Pride day was last Friday so we wore green and white and thanks to the Sweet Spot (Ruf Family) for allowing us to buy remaining ice cream and treats from them – at a ridiculously low price - we sold green and white ice cream cones! (Caramel Candy Apple and Vanilla)
- We are currently planning the first assembly of the year for October 1st – that will introduce staff to the student body in a fun way, include some fun relays, welcome a tiny new Spartan to the family (ven der Buhs), and recognize many golfing, volleyball, and running Spartans and a lot more!
- Likely running a Caesar's pizza fundraiser this fall and a Cisco fundraiser in the spring.
- SLC is looking at selling coffee pods for the Keurig machine that is “hard-wired” into the student lounge.
- School clothing options are being explored with the possibility of some 3 D printing (as on hockey jerseys) – via Saskam.
Standard Russell options will be offered as they have been a hit since the pre-historic ages. lol