



Dorval Elementary Home and School Association  
Wednesday, April 16, 2025  
19:00 On-site  
Minutes

Dorval Elementary  
Home and School Association

1750 Carson Ave.,  
Dorval, Quebec H9S 1N3  
DorvalHomeandSchool  
@gmail.com

COUNCIL 2024-2025

CO-PRESIDENTS: Tina Frascarelli (absent) and Julie Smith

SECRETARY: Breana Bourbeau

TREASURER: Lindsay Petts

MEMBERSHIP COORDINATOR: Kimberly Carter

PUBLICITY: Angela Choi

VOLUNTEER COORDINATOR: Michelle Paleo

PRINCIPAL: Heather-Anne Denton (absent)

TEACHER REPRESENTATIVES: Sonya Ferrera, Stephanie Boulet (absent) and Carmen Jarry

Community members: Angela Micchiche, Sheri Hankins and Jinny Conte (absent)

**1. Welcome by Julie**

**2. Approval of Agenda**

Confirmed by Breana and Lindsay

**3. Approval of minutes from previous meeting**

Confirmed by Julie and Sonia

**4. President's Report**

a. Family Zumba night

It Went super well, it was lots of fun! Feedback from the kids, wanting to do it again! K-1-2-3 lots of presence, older grades were not very present. Teachers mentioned the event to students and encouraged the teachers to make a point with the children that these events help fund extra things in school!

## 5. Principal's Report

Ms Denton absent

## 6. Teacher's Report

Carmen – approximately 60 new kids to be brought in for 2025-2026, school is maxed out at 407 students for 2025-2026, discussion on creating new classrooms.

Snack at the end of kindergarten orientation, will do granola bars and juice-water. Michelle and Erin will be hosting for the board.

I love to read week, the students are excited and love the activities. An assembly is planned for Thursday April 17<sup>th</sup>.

Reminders to teachers to spend the dedicated classroom money

Volunteers for dunk tank end of year carnival – Mr T, Mr Daniel, Ms Denton and Ms Gabby have volunteered!

Seasonal items and color coding by cycle for equipment, portion paid by school and portion by board (for example crazy carpets, skipping ropes and such) The board will check the budget and see what could be spent and arrange for reimbursement.

## 7. Treasurer's Report

### Summary of 2024-2025 as of February 11th, 2025

Opening Balance at beginning of the school year (August 30<sup>th</sup>, 2024): \$11,292.69

Balance as of April 16th, 2025: \$ \$29,270.90

Petty cash box as of April 16th, 2025: \$ 390.85

Total Balance: \$29,661.75

## Zumba Fundraiser

Summary as of April 16 <sup>th</sup> , 2025	
Revenues	\$ 1,015.00
Expenses	\$ - 0
Net	\$ 1,015.00

### Industree (Swag)

Revenue as of April 16th, 2025: \$636.00

Expenses as of April 16th, 2025: -\$302.38 (tuque order)

Net as of April 16th: \$333.62

### Coffee Carts

Have done 3 coffee carts

Expenses as of April 16th, 2025: -\$449.29

### Membership Fee payments

\$240 in membership fees for 13 members

\$50 in annual fee

Total payments: \$310.00

### Staff Appreciation

<b>Revenues</b>	<b>\$ 625.00</b>
<b>Expenses</b>	<b>\$ 1,966.70</b>
<b>Net</b>	<b>-\$ 1,341.70</b>

Donations:

<b>Date</b>	<b>Amount</b>
Jan 29, 2025	\$10.00
Jan 29, 2025	\$100.00
Jan 30, 2025	\$300.00
Feb 1, 2025	\$100.00
Feb 4, 2025	\$40.00
Feb 7, 2025	\$25.00
Feb 8, 2025	\$20.00
Feb 14, 2025	\$30.00

Expenses:

<b>Description</b>	<b>Amount</b>
nesspresso pods, flowers, bubbly, tin foil	\$698.48
tip for food delivery	\$50.00
souflaki bar	\$1,100.00
breakfast items (same reimbursement as carnival items)	\$118.22

### High school workshop

Contribution of \$1455.00

### Carnival

Expenses

\$559.79

Milk and cookies

## Teacher wish lists

### Expenses as of April 16<sup>th</sup>, 2025

Total: -\$ \$ 1054.03

### Pizza Lunch

#### *Current year 2024-2025*

Revenue as of April 16th, 2025: \$26,240.00

Expenses as of April 16th, 2025: -\$12,216.52

Net as of April 16th: \$14,023.48

#### *Last year 2023-2024*

Revenue: \$ 24,226.50

Expenses: \$ 9,450.00

Net: \$ 14,776.50

Tina shares that the budget is quite healthy overall.

## 8. Membership Report

AGM date to be pinned down as we are now 13 paying members of the board to send out emails to those wishing to join the board. May 21<sup>st</sup> is the confirmed date for AGM.

## 9. Volunteer Coordinator Report

Our next challenge will be the end of year carnival on June 5<sup>th</sup>. Michelle is looking into a way for self check in for volunteers.

## 10. Topics for discussion

QFHSA

1. AGM June 5th at 7pm
2. Golden Torch and Unsung Hero Award nominations due April 26<sup>th</sup>

Voting is done by members of the board only. An email will be sent by Julie to have members vote via email. Sheri suggests Sam Mountain as she has been a wonderful volunteer and merits a vote!

Unsung Hero can be given to anyone who has volunteered while the Golden Torch Award can only be given to a member/executive

Mention to give, when doing the police check, they only signal crimes against vulnerable populations, you can volunteer with certain offences. (Those will crimes against children for example)

3. Administrative Professionals Day (April 23rd)

Last minute check-in, Kim is handling buying the gifts (Ms Denton, Ms Cheryl, Ms Rosa, Ms Fe and 4 bus drivers) Gift cards for bus drivers and administrative

staff gets a gift card and a flower. – Tim Hortons for bus drivers and Winners for admin staff.

#### 4. Kindergarten Orientation (May 15th)

Gift update – reusable utensils but not the same model as in the past, these will be in a small box instead of a cover. The bags are premade by the school board, and we simply add the small gift to the prepackaged bags,

5. Coffee cart, we would like to do another one before the end of the year. Mme Sonia suggests that if we are unable to get volunteers we could simply set up in the lounge as has been done in the past “with compliments of the H&S” though we will try to make it work. Date set for May 26<sup>th</sup> 2025. (Erin and Ginny will volunteer.)

6. Recess equipment – H&S will calculate according to cost and budget availability and confirm later.

#### 7. Year-End Carnival June 5th update

Review of recommended activities, we have the following ideas and will need to decide on 2-3 of these. Chosen ideas are Dunk Tank, Soccer Kids VS Adults, Guessing jar and Dance off. Rejected ideas are photobooth (as outdoor would not be possible) and skip ropes.

Next sub-committee meeting week of Apr 21 potentially. The date does not work for many committee members, we will poll the sub committee for a date of the week of April 28<sup>th</sup>.

#### 8. End of year staff gift

We hope to be able to specify the categories, with 3 (home room teacher, specialists and support /admin staff) main categories and have class parents in charge as buyers for the funds brought in as in the past. Consulting specialists would be included in the specialists and the office and admin staff would be added into the support staff.

#### 9. Exec roles up for re-assignment

Treasurer, President and Vice-President or Co-President, Secretary. Julie brought up a great idea that I think we should table: create a past president role for next year to ensure continuity.

Vote for new members at AGM (April 21<sup>st</sup>) Erin would like this year’s AGM to be more of a social event to entice more people to volunteer and socialize, maybe by limiting the time of subjects and the place of this year’s AGM. Erin and

Breana will work together to prepare the agenda and planning.

### **11. Round Table**

Wall art, Kim will have Jennifer come in on May 23<sup>rd</sup> to retake measurements as there is a heater on one wall and other obstacles on the other wall. Mme Sonia will arrange to be available to help. It is mentioned that the book for late drop off - early dismissal and its' desk is not ideally placed, it was moved to the front entrance due to covid, but the teachers will request that it be moved back into the office as not only is it a hazard where it's placed but a security risk as well.

Mme Carmen has asked if there is a minimum or maximum number of teacher members for the home and school board, Julie will pull up the constitution and investigate it if there is a union issue or if it is stipulated somewhere. The teachers were told that there is a maximum of one but as we have submitted our members multiple times this year and our list has not been declined.

Julie would like to have the home and school board have t-shirts or long sleeves, and would ask the Industree to sponsor the tees. All members present are in favour, we will need to decide on a stand out colour to be able to be recognizable. Board members present chose purple, and will start the process to get the shirts made asap.

### **12. Next Meeting Dates**

1. AGM (last meeting of the year): May 21<sup>st</sup>
2. There may be another committee meeting in June, TBD

### **13. Adjournment**

Confirmed by Erin and Michelle at 8:48 pm