

# Dorval Elementary School Governing Board Meeting



## Meeting Minutes

April 9, 2025	6:45 PM	DES Staff Room and virtual
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Meeting called by	DES Principal, Heather-Anne Denton
Parent Members	Jinny Conte, Patrick Dubeau, Guy Vezina, Erin Mullins, Sanjay Rajakumar
Alternate Members	
Staff Members	Heather-Anne Denton (Principal), Joanne Barette, Brenda Collazos-Alva, Corine Stibor, Melanie Bougie-Richer (teachers), Carol Gauthier (support staff), Rosa Gatto (SEED)
Community Member	Chelsea Doret (regrets)
Commissioner	Patrick Whitham (regrets)

### AGENDA ITEMS:

1. **Call official meeting to order (Quorum, Welcome) at 6:58 p.m.**
2. **Adoption of Agenda**
  - Approved by E. Mullins, seconded by C. Gautier.
3. **Adoption of the Meeting Minutes from February 19, 2025**
  - Approved by J. Barette, seconded by C. Stibor.
4. **Business arising**
  - A. Subject Time Allocation**
    - Heather-Anne Denton reviewed the school's Subject Time Allocation with members.
    - The emersion program amounts to a total 43% English instruction and 57% French instruction.
    - The Subject Time Allocation was passed and approved by the DES School Council.
    - It was approved by C. Gauthier and seconded by J. Barette. Unanimously approved.
  - B. Consultation – GB Composition 25-26**
    - J. Conte presented the composition of the DES Governing Board.
    - H. Denton reported that for the 2025-2026 school year there will be fifteen members which includes seven parent members, six staff members, one daycare/SEED member, one Dorval community member and two alternate parent members.
    - It was decided that one other community member should be added to the board for next year.

- A motion to approve the composition of Governing Board members was made by S. Rajakumar and seconded by R. Gatto. Unanimously approved.

### **C. Consultation – By-Law 1 and 1E**

- J. Conte reported that LBPSB Council of Commissioners must consult with all Governing Boards regarding any changes in the date and time of their upcoming meetings for the 2025-2026 school year.
- The proposed dates were approved by the G. Vezina and S. Rajakumar. Unanimously approved.

## **5. Public Question Period**

- No questions raised.

## **6. Reports**

### **6.1 Principal Report (Heather-Anne Denton)**

- Violence Prevention Week occurred on March 17<sup>th</sup> which is an initiative by the Ministère de l'Éducation and is aimed at sensitizing all members of the community. Activities, videos were accessible to all grades.
- Staff have been encouraged to spend the allocated budgets that will not carry over to next year.
- A recent memo was received from the LBPSB regarding purchasing. Starting April 1, 2025, the Quebec Government has decreed that all public organizations are no longer authorized to purchase from online platforms, unless the company has a physical retail location in Quebec or primarily sells Quebec-made goods and services.
- The current registrations for the 2025-2026 school year is 407 students.
- The School Organizational Plan will be presented to School Council on April 10.

### **6.2 Teachers report (J. Barette)**

- The DES Carnival Week activities were a huge success (Skating, Variety Show, and Carnival Day). Thank you to all the teachers for all the extra time and energy they put into organizing these activities for the students.
- The Carnival Committee included: Kelly Bergeron, Gabriella Ianovale, Mélanie Bougie-Richer, Joanne Barette. The Variety Show Committee included: Erin Mc Kinnon, Christina Mayer, Gabriella Ianovale, Janis Davies, Julie Davey, Suzanne Smyth and Corine Stibor.
- A very big 'Thank You' to Home and School for giving the school the money to purchase material so that each class could personalize themselves throughout the activities on Carnival Day and for purchasing (and hauling into the building) all the chocolate milk and cookies for the students and staff to enjoy after an energetic day outside.
- Parent-Teacher interviews were held the week teachers returned from spring break. The interviews, both held virtually and in-person, were successful. Teachers appreciate having the option to offer parents the choice of interview format.
- The Afro-Dance rhythms was a workshop held Friday, March 21. The dancer named Melo, was born in the Congo and engaged, educated, and got all the students up and dancing during hour long "danceshops" throughout the day. The energy was a great boost to end our week.

- On March 20<sup>th</sup>, the Grades 5 & 6 students had a field trip to St. Thomas High School to see the performance of The Wizard of Oz.
- Author Geneviève Dumais visited Grade levels throughout the school giving workshops on her craft. This author was interesting however more geared toward the older grades. Not as accessible for the younger audiences.
- The Anti-Racism workshops have been on-going in the school since March for Grades 4 and 5.
- The K-03 class participated in a SEED and Story Hour Activity organized by the Dorval Gardening club and the Dorval Library. It was very engaging. Students will plant seeds and then return them to the Gardening Club for them to give to Library visitors in May. A table will be set up in the library entrance.
- A field trip to Clip and Climb took place on Friday April 4<sup>th</sup> for the Grade 1 students. It was an engaging and active day for them.
- Many classes signed up to watch the Grade 3 classes on Wednesday, April 9 perform their rehearsal of their play which was held on the evening of April 9 for parents.
- At a recent staff meeting on Monday, March 24<sup>th</sup>, teachers received a preview of our upcoming “I LOVE to Read” week activities. It promises to be very engaging and memorable. The week runs from April 15<sup>th</sup> – April 17<sup>th</sup>.

### **6.3 SEED report (Rosa Gatto)**

- R. Gatto explained that the ped day on March 24 went very well.
- The ped day on May 9 to the movie theater has now been switched to April 28. The ped day on May 9 will be an in school ped day with outdoor activities.
- Daycare Week will be taking place on May 12-16 and the theme is “Stars in their Eyes”. The students, guided by daycare educators, will be doing an activity that will be displayed at the school board.

### **6.4 Support Staff report (Carole Gauthier)**

- Two educators, Ms. Gwen and Ms. Leslie, celebrated 25 years of service at the school board this year.

### **6.5 LBPSB Parent Committee (Madeleine Steinmetz-Wood)**

- The LBPSB Parent’s Committee Report from the meeting on February 20<sup>th</sup> was sent to members ahead of the meeting by M. Steinmetz-Wood.
- There is a Parents Committee Internal Rules Sub-Committee Meeting March 20<sup>th</sup>. The internal rules will be presented in the meeting for those that want to be part of that discussion.
- Questions from the Public - A topic that was discussed was the affordability and accessibility of field trips. A parent brought up the importance of local, educational, and affordable field trips. It was emphasized that field trips such as trips to Disneyland or trips to Europe are not accessible for all families.
- The National Survey on Family Well-being (second edition), a survey available on the EPCA (English Parents’ Committee Association) website had more than 10,000 responses.
- February is Black history month. Many schools in LBPSB planned activities to celebrate Black History month.

- Violence and Bullying prevention week will occur the week of March 17th. Events will be organized to encourage conversations about kindness and standing up against bullying and intimidation.
- EPCA is offering many workshops in the next few months these include the following: Alloprof workshop (March 10th), transition to high school workshop (March 17th), workshop on body image and self-esteem (March 31st), workshop on digital literacy (April 2nd), workshop on alcohol vaping and drug awareness (April 28th), workshop on consent and boundaries (May 5th), and workshop on study skills (May 21st).
- Regional Subcommittee Breakout Room: A topic discussed in the regional breakout room was playground structure renewal. Some parents were concerned about the aging play structures and the safety of the play structures in schools. Questions were asked with regards to what can be done to acquire funding to replace aging play structures.
- There is no March Parents Committee meeting. April, May and June meetings will be in-person meetings at the school board.

#### **6.6 LBPSB District Commissioner (Patrick Whitham)**

- P. Whitham sent his report to members ahead of the meeting. The highlights included the following decisions that were taken during the March 24th meeting. Different Committee reports that were presented as well as the minutes can be found at the following link: <https://www.lbpsb.qc.ca/council-of-commissioners/information-from-council/>
- The Council of Commissioners approved that James Walker be temporarily assigned to the position Director of Human Resources of the Lester B. Pearson School Board, effective July 1, 2025.
- The Council of Commissioners approved that the final draft of the Policy to Foster Civility and to Prevent and Address Harassment and Violence in the Workplace of the Lester B. Pearson School Board be adopted effective March 24, 2025.
- The Council of Commissioners approved the adoption of the amended School Calendar 2024-2025 (Youth Sector).
- The Council of Commissioners approved that the amended School Calendar 2025-2026 (Youth Sector) be adopted.
- The Council of Commissioners approved that the Youth Sector School Calendar for the 2026-2027 school year be adopted.
- The Council of Commissioners approved that the Continuing Education Calendar for the 2026-2027 school year be adopted.
- The Council of Commissioners approved that the Electrical Service Contract (Project #FINA2025-2) for the period of April 1, 2025 to March 31, 2030 be awarded, in accordance with the tender documents, to the lowest compliant bidder R.T. & Tony Electrique Inc.
- The Council of Commissioners approved that the Network Cabling Service Contract (Project #FINA2025-1) for the period of April 1, 2025 to March 31, 2030 be awarded, in accordance with the tender documents, to the lowest compliant bidder Planiselect Inc.
- The Council of Commissioners approved that the current rental of facilities rates be increased by 3% for the 2025-2026 school year.
- The Council of Commissioners approved that the contract for Lasalle Community Comprehensive High School: Project #2310, for the renovation of bathrooms,

replacement of boilers, and main electrical entrance, be awarded to the lowest compliant bidder Plomberie Charbonneau Inc. in accordance with the tender documents.

#### **6.7 Community Representative (Chelsea Doret)**

- There was no report for this meeting.

#### **6.8 H & S report (Jinny Conte)**

- The Winter Carnival went well and the kids had a lot of fun. A big thank you to all of the teachers for their help. H&S provided the chocolate milk and cookies.
- The Teacher Appreciation Week feedback was good. Everyone enjoyed the change of food this year.
- The Grade 4 vaccinations happened on March 18th. It went pretty smoothly. Kids were nervous but very brave. The nurse said it was one of her top schools.
- LPBSB Family fun run is on May 4th near Margaret Manson school.
- Kindergarten orientation is on May 15th. Gifts for the children was discussed. The options were a cutlery box, reusable baggie or a drawstring nylon bag. It was decided that the cutlery was the best option.
- A Facebook group was started for H&S members. This is an easier way to relay information to members and to have discussions.
- They are still working on ironing out the final details for the wall decal for the front entrance.
- Administrative professional's day is on April 23rd. H&S is working on gifts for them.
- The Year-end Carnival sub-committee was made. They are looking at Thursday June 5th and the rain date is Thursday June 12th.
- The AGM date is on May 21st at 7:00pm in person. There will be elections for H&S executives.
- The next H&S meeting will be taking place on Wednesday, April 16th.

### **7. New Business**

#### **Approval of Field Trips & Fundraising**

- A field trip has been organized for 9 First Nations students who will be taking a bus to Kahnawake and going to Indian Way School. They will have the opportunity to participate in a day of activities such as shelter making, fire making, walking and reconnecting with their community. This was organized with the Indigenous Consultant and the school board. This field trip was approved by J. Barette and M. Bougie-Richer.
- The grade 4 classes and and 3/4 combined class will be going to the Biodome and Insectarium on May 2. There is no cost for this trip. This field trip was approved by B. Collazos-Alva and P. Dubeau.
- On May 7, the Kindergarten to Grade 3 students will be going to the Junior Cross Country Run at Dorset Elementary School. The rain date is May 8. The cost per student is \$20.00 for the bus rental. This event is approved by R. Gatto and G. Vezina.
- On May 20, the Grade 2 students will be going to Intermiel, to learn about bees and bee society. There is no cost to students. This field trip was approved by E. Mullins and M. Bougie-Richer.
- On May 27, the Grade 4-6 students will be joining in the Track and Field event at Pierrefonds Community High School. The cost will be \$22.00 per student to cover the cost of the bus. The rain date will be May 29 or May 30. This field trip was approved by J. Barette and B. Collazos-Alva.

**8. Varia**

- No items raised.

**9. Next Meeting:**

- The next meeting will be taking place on April 30, 2025 at 6:45 p.m. (hybrid).

**10. Adjournment at 7:37 p.m.**

- The motion to adopt the adjournment of the meeting was made by E. Mullins and seconded by G. Vezina. Unanimously approved.