



## Dorval Elementary Home and School Association Meeting Minutes

September 26, 2023 at 7:00pm

Location: DES Boardroom

Minutes prepared by Erin Hogan

### Attendees:

**Executive:** Natalie Earby, Tina Frascarelli, Sheri Hankins, Erin Hogan, Pam Ogura, Lindsay Petts

**Parents:** Kevin Carlson, Angela Choi, Amanda Ciarma, Filipa Coimbra, Jinny Conte, Christina Del Zingaro, Sterling Downey, Gillian Howard, Kendra McFadden, Angela Micciche, Rachel Richer, Jenny Tremblay

**School Staff:** Stephanie Boulet, Heather-Ann Denton

**Absent:** Julie Smith

*Call to Order: 7:01pm*

#### 1. Welcome

Welcome to all members and introductions or present members

#### 2. Approval of Agenda

Natalie and Christina: approved

#### 3. Approval of Minutes from Previous Meeting

Tabled to next meeting

#### 4. Presidents' Report

Pizza lunch has launched. Thoughtful Thursday begins this week. Other updates are below.

#### 5. Principal's Report

School year started off with a full staff who are all qualified. The daily schedule is functioning well. September is a busy month. The Ultimate Frisbee tournament was a success last week. Handball is coming up on Oct 5<sup>th</sup>. Senior Cross country run is on Oct 17<sup>th</sup>. Orange shirt Day will be commemorated this Friday. Mme. Brenda has taken on the role of posting to social media.

#### 6. Teacher's Report

Thank you for the Welcome BBQ; students and staff reported a success. Two requests from the teachers for support: Magic Pumpkins and Terry Fox Run. See below for details. During the heatwave, staff was resourceful to help stay cool: outdoor water stations and 15 min breaks in the air conditioned library. Student teachers will be starting soon.

#### 7. Treasurer's Report

Note that a balance is being held of at least \$3000 with QFHAS that will need to be transferred to H&S.



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### Review of last year 2022-2023

Total revenue: \$59,963.70

Total expenses: \$58,892.13

Net: \$1,071.57

### Summary of 2023-2024 as of September 25, 2023

Opening Balance at beginning of the school year (August 16, 2023): \$15,541.42

Balance as of September 24, 2023: \$35,700.63

Petty cash box as of September 24, 2023: \$ 98.85

Total Balance: \$35,799.48

### Pizza Lunch

Current year 2023-2024

Revenue as of Sep 24: \$21,051.50

Expenses as of Sep 24: -\$740.00

Net as of Sep 25, 2023: \$20,311.59

### Last year 2022-2023

Revenue: \$22,363.50

Expenses: \$14,300.48

Net: \$8,063

### Welcome Back BBQ

Expenses: -\$1,293.68

## 8. Events:

### 8.1 Recap of BBQ

950 hot dogs were purchased as compared to 550 the previous year. Discussion on whether to accommodate community members or re-install a ticket system; to be further discussed when planning the event next year. Games (one for the city) are non-functional as is. May need more volunteers (1 per game) or different games altogether. Maybe 1 big activity every 30 minutes for 10 minutes: line dance, hoola-hoops, etc. Maybe a photo booth and chalk. Discussed that it is also ok not to have games but rather just use the yard to play.

### 8.2 Pizza Lunch

Discussed the possibility of dairy free pizza yet at this point this is not feasible in terms of execution. Volunteers (over 10 people) are in place. October 5<sup>th</sup> is the handball tournament for the grade 5 students so they will not be present: request from Ms. Denton to move the lunch for these students to the following Thursday (Oct 12<sup>th</sup>). Approved.



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### 8.3 Photo Day

Has been moved to Wednesday, Oct 4<sup>th</sup>. Christina (am), Jinny (full day), Angela Choi (am), and Erin (pm) will volunteer. Pictures will be done outside.

### 8.4 Terry Fox Run: Oct 11

Will reach out to Maxi or other vendors for a collaboration; there is a new manager. Healthy snacks (apples) are requested. Purchase is approved. Executive will acquire the apples (quantity 475 apples and 400 juice boxes). Will need H&S volunteers to distribute: Sheri and Pam. Natalie if later in the afternoon. The event is in the afternoon.

### 8.5 Coffee Cart: October 5

At 8:30-8:45, 3 coffee boxes and fruit/treats. Also tea. Starting early because there is an outing. Jinny and Filipa will volunteer. Some parents volunteered to bake.

### 8.6 Magic Pumpkins: October 31

Kindergarten and Grade 1 will participate. On October 30 pumpkins will be delivered by H&S (Christina) and magically grow overnight! Quantity 130 pumpkins (112 kids). Will acquire to collaborate with Maxi.

### 8.7 Fall Fair – Sub Committees Needed November 18

Reviewed with new members what Fall Fair entails.

Table cost: \$45 plus a raffle prize

First open to school community, then the community at large

Sub-Committee meeting date: Oct 10 at 7:30 on Zoom

Tina	Timeline Chair
Angela, Sheri	Vendors
Nat, Christina, Filipa	Kitchen
Erin	Prizes
Pam	Bake sale
Gillian (with Rachel to help)	Book Nook
Rachel	Kids Zone
Amanda	Cake Walk
Pam, Sheri	Raffle Tickets

### 8.8 Thoughtful Thursdays

Cereal has been requested but all items are welcome. Once again, Natalie has volunteered to coordinate this.

### 8.9 Other Ideas

Tabled to future meeting



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### 9. Funding Requests Update

#### 9.1 Stage

Ms. Denton acquired an estimate for the railing, curtains (front and back): approximately \$17000. Because this is specialized, only one quote was obtained. This does not include the curtains/blinds for the gym windows. Beyond this, the staff will have to clean up and purge the stage. Old curtains to be donated to Super Recyclers  
Moved by Lindsay and Sheri. Unanimous

#### 9.2 Fans for classrooms

Tabled to future meeting

### 10. Membership Coordinator's Report

Membership forms are distributed for those interested in joining. Membership fee is \$20 per family. Discussed recruitment and retention. Rachel requested that direct communications (with volunteer tasks) to engage current members are sent.

### 11. Volunteer Coordinator's Report

Sheri expressed appreciation for all current volunteers. Finding volunteers across the board is a challenge. Next big event will be the Fall Fair.

### 12. Round Table/Varia

12.1 Jinny shared that trees in the yard have low, jagged branches. Ms. Denton will have the caretaker look into this.

### 13. Next Meeting Date

Tuesday, Oct 17 at 7pm in person

### 14. Adjournment

Adjourned at 9:01 pm unanimous