

Dorval Elementary School Governing Board Meeting



Meeting Minutes

September 27, 2023

7:02PM

DES Staff Room

Meeting called by	DES Principal, Heather-Anne Denton
Parent Members Alternate Members	Micheline Alexis, Jinny Conte, Christina Del Zingaro, Jessica Dings, Sara Valle, Sanjay Rajakumar
Staff Members	Stephanie Boulet, Brenda Barrera, Joanne Barette, Heather-Anne Denton (Principal), Rosa Gatto, Carol Gauthier, Ashley Kennedy, Nadia Yacoub
Community Representatives	Chelsea Doret

AGENDA ITEMS:

1. Call official meeting to order (Quorum, Welcome)
2. Adoption of Agenda. Approved by Christina, seconded by Sanjay.
3. Adoption of the Meeting Minutes from June 14, 2023. Approved by Sanjay, seconded by Miss Carol.
4. Election of Chairperson
 - a. Motion to re-elect Sara Valle; approved by Mme Joanne, seconded by Christina.
5. Appointment of Secretary
 - a. Nomination of Christina. Unanimous approval.
6. Parent Representatives and alternates
 - a. Nomination of Jinny. Approved by Jessica, seconded by Miss Rosa.
7. Appointment of Community Representatives
 - a. Chelsea Doret requested membership to the GB as Dorval Community Representative. Approved by Mme Stephanie, seconded by Mme Barrera
8. Approval/Modification of Internal Rules of Management
 - a. As Internal Rules were not yet distributed to staff, unanimous agreement to table the approval/modification of the Internal Rules to the next meeting.
9. Dates and Times of GB Meetings (2023-24)
 - a. Meeting Schedule Approved unanimously as follows:
 - i. October 25, 2023 (virtual)
 - ii. November 29, 2023
 - iii. January 24, 2024
 - iv. February 28, 2024

- v. March 27, 2024
 - vi. April 24, 2024
 - vii. May 22, 2024
 - viii. June 12, 2024
- b. All meetings to begin at 7pm; format (virtual or in-person) to be decided at closing of each meeting (for the next meeting).

10. Public Question Period (None)

11. Reports

- a. Principal Report (Ms Denton):
 - i. Current enrolment: 381
 - ii. Fully staffed, including a new document technician (librarian) and new spiritual animator. Two teachers currently on leave.
 - iii. Student teachers:
 - 1. From Concordia Arts Program working with Ms. Julie Davey in Le Lab
 - 2. Two students from Vanier Special Care Counseling program working with Ms. Stacey McFatridge
 - iv. Surprise fire drill occurred September 5th due to neighboring construction work. All exited safely and swiftly.
 - v. Interim Report Cards will be posted October 10th.
 - vi. Friday, October 29th will be official count day.

- b. Teacher report (Mme Stephanie):
 - i. Teachers thank H&S for the Welcome Back BBQ
 - ii. Terry Fox Run taking place October 11th.
 - iii. Orange Shirt Assembly and activities schedule for September 29th

- c. SEED (Ms Rosa)
 - i. 178 students registered.
 - ii. Missing 3 student supervisors

- d. Support Staff (Ms Carol): Smooth entry to start of the school year, all going well.

- e. LBPSB Parent Committee (N/A)

- f. LBPSB District Commissioner (Patrick Whitham): Absent

- g. Community Representative (Chelsea)
 - i. Quebec Library Contest all across Quebec from October 1st to 31st. Quebec elementary school students are invited to design the library of the future.
 - ii. October 24-25: Halloween story time at Dorval Library; geared towards K students (45 minute duration); 1 class at a time
 - iii. December 12, 13 & 15: Christmas story time and craft at Dorval Library (45 minute duration); 1 class at a time
 - iv. Christmas exhibition at the Museum will be available as of December 2nd; details to be shared later.

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v. Morning family series:

1. Wood: Sunday, October 15, at 11am, at the Peter B. Yeomans Culture Centre; 40 minutes show without words for children aged 4 and over.

h. Home & School (Christina):

- i. Successful turnout for Back to School BBQ on Sept. 14th
- ii. Pizza lunches began September 21st.
- iii. H&S to supply apples and juice boxes for Terry Fox Run
- iv. H&S to supply mini pumpkins for K's & Grade 1 classes for Magic Pumpkin event.
- v. H&S approved sponsorship of new stage curtains
- vi. Fall Fair (Nov. 18th) planning underway.

12. New Business

a. Approval of Field Trips & Fundraising.

- i. Mme Joanne requested blanket approval for all trips, for all grade levels, to the Dorval Library, Cultural Centre, and Heritage Museum (all within walking distance from the school) with the conditions of appropriate student/adult ratio, no cost to parents, and parent permission/notification with each scheduled outing. Approved by Sanjay, seconded by Carol.
- ii. Grade 6: 2 graduation fundraising requests approved by Mme Stephanie, seconded by Jessica:
 1. Subway Lunches: 6 times during the year, sandwich & cookie, cost of \$6.90, fee to students \$10 per lunch. Estimated profit: \$4,500
 2. Crewnecks with DES logo, \$25 sale price, \$3.16 profit/crewneck. Estimated profit: \$775
- iii. Mme Joanne requested approval for Amène Moi Dehors field trips for the Kindergarten classes which will include forest walks where students will be encouraged to connect with nature and community. Students will walk to the designated parks three times throughout the year with appropriate adult/student ratio. Approved by Jessica, seconded by Mme Barerra.
- iv. Mme Joanne requested approval for her class to visit the Des Sources Ecological Park (Oct/Nov, Jan/Feb, May/June timeframes) to connect with nature and observe changes in nature at different times of the year. Parents will be asked to car-pool the students. Approved unanimously.
- v. Mme Stephanie and Mme Nadia requested approval for Grade 1 students to participate in the Eco-Museum's presentation of biodiversity of the St. Lawrence. No charge to parents, Eco-Museum representatives

will bring animals to the school and do 60-minute sessions with each grade 1 class. Approved by Jessica, seconded by Christina.

- vi. **Request made for the Grade 4 & 5 classes to walk to the Cultural Centre to participate in skeleton mobile making activity. No cost. Approved by Miss Rosa, seconded by Jessica.**

13. Varia: Reminder for parents to submit their police background check forms to attend field trips and school-related activities. Heather-Anne to check which grades seem to be lacking and send reminders and to include reminder in Monthly Newsletter.

14. Next Meeting: [October 25th](#), 7pm, via Zoom.

15. Adjournment at 7:53pm. Unanimous approval.