



Dorval Elementary Home and School Association Meeting Minutes

October 17, 2023 at 7:00pm

Location: DES Boardroom

Minutes prepared by Erin Hogan

Attendees:

Executive: Tina Fascardelli, Sheri Hankins, Erin Hogan, Pam Ogura, Lindsay Petts, Julie Smith

Parents: Carol Amany, Angela Choi, Jinny Conte, Carina Groombridge, Carole Amany, Jenny Tremblay,

School Staff: Stephanie Boulet

Absent: Christina Del Zinagro, Heather-Ann Denton, Natalie Earby,

Call to Order: 7:05pm

1. Welcome
2. Approval of Agenda
Sheri and Jinny. Unanimous
3. Approval of minutes from previous meeting

Tabled to next meeting as not all members received them

Procedure going forward is that the membership coordinator will send to H&S members, teacher representative, and principal. Will also be posted on the website for the DES community at large (communications officer send to the website representative). Will also be shared in email with the agenda for the coming meeting.

4. Presidents' Report
 1. Photo Day: Thank you Jinny, Angela, and Christina for your help!
 2. Coffee Cart: Thank you Jinny for coordinating coffee cart and Jenifer for baking on Teacher Appreciation Day!
 3. Terry Fox Run: Thank you Rachel, Sheri, Natalie and Pam for coordinating the snacks for all the students! The snacks were donated by Maxi Dorval.
 4. Magic Pumpkins: There are 130 pumpkins ready to go. Acquiring them has been a difficult task because the crops were lowly producing. They were purchased from Metro Lachine and stored at Tina's house; thank you for storing them.
 5. Pizza Lunch: There are approximately 315 sign-ups and lots of volunteers; thank you! When students change classes, H&S will need to be advised so that the class lists can be updated. Ms. Helen will need to be involved to sharing this information.
 6. Thoughtful Thursdays: Cereal Blitz was a success. Next month is a Rice Blitz. Thank you Natalie for organizing this.
5. Principal's Report (Ms. Denton)

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Not present

6. Teacher's Report (Mme Stephanie)

Teachers' conference was held last week and 4 or 5 teachers made a purchase that will be reimburse. Executive approved this via email as this is already allotted in the yearly budget. Tabled to the next meeting to share the guideline for further teacher funding. Lindsay will etransfer reimbursements directly. Thank you for the Terry Fox apples and juice; volunteers also thanked. Thanks also expressed for the coffee cart.

7. Treasurer's Report (Lindsay)

As of the 16th:

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

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

Balance as of October 16th, 2023: \$41,095.33

Petty cash box as of September 24th, 2023: \$ 146.40

Total Balance: \$41241.73

Pizza Lunch

Current year 2023-2024

Revenue as of Oct 16: \$23,380

Expenses as of Oct 16: -\$1530 (two weeks)

Net as of Oct 16, 2023: \$21850.50

Last year 2022-2023

Revenue: \$22,363.50

Expenses: \$14,300.48

Net: \$8,063

QFHSA - Funds in holding for playground project

\$3,870.16

Fall Fair

11 Artisans signed up

Revenue as of Oct 16th: \$495.00

Expenses as of Oct 16th: \$0

Net: \$495.00

Terry Fox Run

Have not received any receipts yet

Magic Pumpkins

Have not received any receipts yet

Coffee Cart

Have not received any receipts yet

Lindsay requests that receipts be submitted in a more timely manner; to be given to her directly (in person or via email).

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8. Upcoming Events:

1. Fall Fair update

- a. Email going out this week
- b. Activities
 - i. 24 tables confirmed
 - ii. Kid zone and book nook: bins will be out for collection on Oct 23 to Nov 16
 - iii. Bake sale and cake walk: collection will be the 1-2 days previous
 - iv. Kitchen: team is on track in terms of menu and items
 - v. Raffle tickets: going out this week, raffle ticket have been prepared, 2 booklets per family
 - vi. Raffle & auction prizes: 25 confirmed, more coming
 - vii. Temp tattoos: supplies are already in place
- c. Ask to Ms. Denton (will be emailed as she is not present)
 - i. Rooms to be used and bins confirmation
 - ii. Friday afternoon set-up
 - iii. Caretaker
 - iv. Storage of prizes

2. QFHSA November Conference

Audience: Open to all parents

Date: Saturday Nov 4th - 9am to 1pm

Cost: \$25 registration fee (lunch included) - do we want to cover for a # of parents?

Topics: 3 workshops

- i. Learning with LEARN: Find out all about LEARN + join a discussion on the impact of AI
- ii. Is my child okay? Support your child's mental well being
- iii. Winning homework strategies for parents

3. Parent/Teacher Interview - H&S promotion if in person; school will confirm with H&S

4. Holiday Staff & Community Aid collection

- a. Requested staff feedback from the staff on how the program has received by the staff: Mme Stephanie will inquire with the staff. May send out a preference form to learn about interests.
- b. Staff Gifts (discussed without the staff present): In the past few years, parents are invited by class parents to contribute to the class gift.
- c. Holiday Baskets (collect items, prepare and deliver baskets): will be managed by Christina and Natalie. Ginny is willing to discuss additional support for baskets

9. Funding Updates

- 1. Stage: Tina to email Ms. Denton for update as she is not present

10. Membership Report

There are currently 15 paid members, that includes the Executives. Natalie will have to send a report to QFHSA by November and will also have to send the payments from the members.

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Natalie to email past members to check if want membership; one member missed it

11. Volunteer Coordinator Report (Sheri)

There will be many volunteers requested for Fall Fair. Some past students (in high school) has offered to volunteer. Pizza lunch volunteers are plentiful this year; one hypothesized factor for the increase may be that the background check is no longer required for this task.

12. Round Table/Varia

1. Spaghetti Dinner: To be discussed in November if H&S would like to move forward with an in-person event in the spring
2. Coffee Cart: Look to plan early in December
3. Governing Board: Discussed if this should be added to the H&S agenda. All agreed this is a need. Christina (pending she accepts) and Ginny can share this responsibility.
4. Sail Structure: The plaque for the family that donated funds for the Shade Sail is not yet in place on the rocks. It had been discussed to have a plaque on the rocks or picnic tables, not the sail as that was paid for by the city
5. Yearly Plan: Discussed putting together a yearly timeline for 2024-2025 (events, spending, fundraisers) and yearly goals for next year. In the next meeting, Carol has ideas for a celebration of cultures to discuss.
6. Wish List & Teacher Spending: looking to put together a School Wish List to be used as a guide for fundraisers. Look at developing a communication plan for the staff as to what may be included (classroom supplies, bike racks, fans, etc.). Carina offered to coordinate this with Ms. Denton and staff

Motion: Each teacher (classroom, resources, and specialist) will be allotted a \$100 budget to spend on educational materials by March 31, 2024.

Unanimous

13. Next Meeting Date: November 27th (Virtual Meeting). Unanimous.

14. Adjournment at 8:30pm. Unanimous.