

# Dorval Elementary School Governing Board Meeting



Meeting Minutes		
October 25, 2023	7:08PM	Zoom Conference Call

Meeting called by	DES Principal, Heather-Anne Denton
Parent Members Alternate Members	Micheline Alexis, Jinny Conte, Christina Del Zingaro, Jessica Dings, Sanjay Rajakumar
Staff Members	Stephanie Boulet, Joanne Barette , Heather-Anne Denton (Principal), Carol Gauthier, Ashley Kennedy, Joan Fenner
Community Representatives	Chelsea Doret, Patrick Whitham

## AGENDA ITEMS:

1. Call official meeting to order by Jinny (Chair replacement) (Quorum, Welcome) at 7:08pm.
2. Adoption of Agenda. Approved by Carol, seconded by Jessica.
3. Adoption of the Meeting Minutes from September 27<sup>th</sup>, 2023. Approved by Sanjay, seconded by Miss Carol.
  - a. Mme Joanne indicated there were some spelling errors under the New Business section of the minutes. Christina to make corrections and recirculate minutes. Approved by Christina, seconded by Mme Joanne.
4. Business Arising from previous meeting
  - a. Appointment of Alternate Parent Representative.
    - i. Jinny requested a volunteer to act as an alternate representative to the LBPSB Parent Committee if Jinny is unable to attend. Christina volunteered. Approved by Sanjay, seconded by Jessica.
  - b. Approval/Modification of Internal Rules of Management
    - i. Adoption of Internal Rules of Management. Approved by Sanjay, seconded by Joanne.
4. Reports
  - a. Principal Report (Ms Denton):
    - i. Current enrolment: 379
    - ii. Ms. Rosa currently on leave; Fe Manibog stepping in with other members of the team to keep things running smoothly.
    - iii. Special Needs committee presented their plan to the staff on October 11<sup>th</sup>, the plan was unanimously approved by staff.
    - iv. Orange shirt day in support of the truth and reconciliation board commitment saw a school-wide assembly with honored guests from the community at the end of September.

- v. Bus strike on October 31<sup>st</sup> will affect one of the DES buses (66 students). A contingency plan is in the works for those affected.
- vi. With H&S support, money was raised to purchase and install new stage curtains & a functional rail system. The installation will be done November 24<sup>th</sup>.
- vii. Educ-action extra-curricular activities will be starting the week of October 30<sup>th</sup> for a period of 6 weeks. 45 students have registered.

b. Teacher report (Mme Stephanie):

- i. Kindergarten went to the Library for a Halloween exhibition with special activities.
- ii. Kindergartens and some grade 1 classes baked apple treats.
- iii. Miss Patricia, DES Spiritual Animator, spoke to the kids about responsible waste, and also did thanksgiving activities with students.
- iv. Le lab – team collage activity took place.
- v. Grade 5 participated in the handball tournament.
- vi. Grades 4, 5, & 6 participated in the cross-country run.
- vii. A brass quintet performed for students, along with Mme Suzanne.
- viii. Grade 6 hoodies arrived! Kids are all happy and proudly wearing them.
- ix. Select students from grades 5 & 6 of the leadership program received their leadership training.

c. SEED (Ms Carol)

- i. All staff stepping up with Ms. Fe to keep the SEED program running smoothly in Ms. Rosa's absence. All going well.

d. Support Staff (Ms Carol)

- i. Support staff attended their union meeting on October 13<sup>th</sup>.

e. LBPSB Parent Committee (Jinny Conte)

- i. **New complaints process to improve access for students and parents who are dissatisfied.**
  - 1. **The process is in place to reduce delays on how complaints are handled and addressed.**
- ii. **Still discussing whether a communication from the board will be sent to parents to explain the new law.**
- iii. **Pending questions still to be resolved (When exactly does the complaint start? Is there an official form that can be completed to start the complaint process? etc.)**
- iv. **New discussion platform app for Parent Committee members called BAND.**
- v. **Superior court ruled in favor of Bill 40, Legault is challenging it with Bill 23.**
- vi. **Voted and approved SNAC designees (parents of students with special needs). This committee helps parents find local and private services to help with the needs of their children.**
- vii. **PC meetings will be held on the third Thursday of every month.**

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- f. LBPSB District Commissioner (Patrick Whitham):
  - i. Report sent last month. Most notable:
    - 1. Enrolment policy approved by council sent week of oct 27<sup>th</sup>, deadline to provide Input is November 17<sup>th</sup>.
    - 2. Several professional services were approved, as well as admin staff postings.
  - ii. Mr. Whitham reminded the GB that the Board has a supplier that is usually used to carry-out projects such as the new stage curtains (purchasing in progress). Ms. Denton confirmed that the company has been contacted.
- g. Community Representative (Chelsea)
  - 1. Kindergarteners did story time and looked at Halloween decorations and did a scavenger hunt.
  - 2. Live pumpkins carving Saturday, October 28<sup>th</sup> from 10am to 4pm, all invited to watch the master pumpkins carver at work.
  - 3. There will be a Halloween exhibit with animations at the Cultural Centre. Kids are encouraged to come in costume for a little treat Saturday night, October 28<sup>th</sup>.
  - 4. "Craftapalooza" Ped Day November 17<sup>th</sup> from 1:30pm to 3:30pm. A for free-form, self-directed, creative activity co-hosted by the Dorval Art Hive. Children under 10 must be accompanied by an adult. No registration required.
  - 5. Cirk'Alors! Family morning series taking place Sunday, November 5<sup>th</sup> at 11am at the Cultural Centre. A circus-themed 45-minute show in French (few words), for ages 3 and over. Cost is \$7 for children (14 and under); free for adults.
- h. Home & School (Christina):
  - i. Focus remains Fall Fair, bins to be up soon for collections (book nook; kids' zone).
  - ii. Focus will then shift to Christmas baskets coordination.

## 5. New Business

- a. Approval of Field Trips & Fundraising.
  - i. SEED Program requested approval for November 17<sup>th</sup> ped day activity of an in-house carnival theme, including a hot dog lunch with juice and chips, carnival games and activities throughout the day in the gym. Cost to parents is \$19.25 (this includes a cost of \$3.50/lunch). Approved by Jessica, seconded by Mme Stephanie.
  - ii. SEED Program requested approval for November 24<sup>th</sup> ped day activity of going to the Kirkland Cineplex movie theatre to watch Trolls Band Together movie. Expected participation of approximately 100 to 110 students. Cost to parents is \$32.75 (includes bus transportation \$10 and movie ticket \$7). Approved by Joanne, seconded by Jessica.
  - iii. Mme Joanne provided an update to the Kindergarten forest walk (previously approved). Friday, November 10<sup>th</sup> will be the date of the walk.
  - iv. Grade 6 teachers have requested approval for sale of TCBY frozen yogurt at Fall Fair (November 18<sup>th</sup>). Predicted profit \$400; money goes directly

to help pay for the graduation trip. Approved by Joan, seconded by Mme Joanne.

6. Varia:

- a. Mme Joanne asked Mr. Whitham for some clarification about access to the draft enrolment criteria policy mentioned in the LBPSB District report. Ms. Denton explained that this refers to the steps to be followed when incoming students are registering and the school is facing spacing restrictions (i.e. does the student have siblings already in the school, are the zoned for the school, etc.). Mr. Whitham confirmed that every school should have received a copy of the report with the details outlined. The draft should have been circulated to the Parents' Committee during the week of September 25<sup>th</sup> with responses returned no later than November 17<sup>th</sup> for consideration. The final draft will be adopted at the meeting of the Council of Commissioners of November 27<sup>th</sup>. The draft policy affects both elementary and secondary pupils.

7. Next Meeting: [November 29<sup>th</sup>, 6:45pm, in person.](#)

- a. Mme Stephanie pointed out that other schools conduct their fall/spring meetings in-person and winter meetings on Zoom. Christina confirmed that the same had been done at DES last year. Unanimous approval to repeat this practice with agreement that if most are unavailable when an in-person meeting is called then it will be moved to the Zoom platform. All meetings going forward, in-person and Zoom, will begin at 6:45pm.
- b. Sanjay asked if information would be circulated regarding the impending bus strike (October 31<sup>st</sup>). Ms. Denton confirmed that an e-mail would be sent out to parents, in addition to the letter that was already sent by the Board to those affected. These families will be given the option to register for extended morning and afternoon supervision on the day of the strike.

8. Adjournment at 7:51pm. Approved by Mme Stephanie, seconded by Ms. Carol.