

# Dorval Elementary School Governing Board Meeting



Meeting Minutes		
March 27, 2024	6:45PM	Via Zoom

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

## AGENDA ITEMS:

1. **Call official meeting to order (Quorum, Welcome) at 6:49pm.**
  
2. **Adoption of Agenda.**
  - Approved by Mme Joanne, seconded by Christina.
  
3. **Adoption of the Meeting Minutes from February 27<sup>th</sup>, 2024.**
  - Adopted by Mme Stephanie, seconded by Miss Fe.
  
4. **Public Question Period**
  - None.
  
5. **Reports**
  - a. **Principal Report (Ms Denton):**
    - i. Current registration numbers stand at 394 students. There have been a few redirects from SJFJ.
    - ii. Currently working on school organizational plan for the 2024-25 school year in preparation for a mid-April meeting.
    - iii. Ministry Mandated Tutoring Services began the week of March 18<sup>th</sup>. Some full-time staff members (teachers) have been hired to provide tutoring support to select students. All cycles are targeted.
  
  - c. **Teacher report (Miss Fenner):**
    - i. Winter carnival was held Feb 28<sup>th</sup> & 29<sup>th</sup> which included skating at the Dorval Arena on the 28<sup>th</sup>, and outdoor activities and treats on the 29<sup>th</sup>. Thanks to all volunteers and to H&S for providing treats.
    - ii. Second term report cards were posted, and interviews conducted.
    - iii. Students were invited to wear green on March 15<sup>th</sup> for St. Patrick's Day.
    - iv. There is an ongoing Pillow Polo Tournament taking place between the teachers and the students.
    - v. This week marks Semaine de la Francophonie with activities (such as music, dancing, song context, etc.) centered around a French-centric theme.

- vi. March is Nutrition Month and grade 1 classes did a food tasting with a fruit tasting as part of nutrition awareness.
- vii. Grade 4 classes created and explained their long house projects to each other.
- viii. Grade 5 & 6 classes welcomed an Indigenous Beekeeper who explained about beekeeping in a medicinal context (which touched on the spiritual and holistic benefits of honey).
- ix. The school nurse came in to talk about HPV and hepatitis vaccines which will be conducted at school for the grade 4 students.
- x. The Spiritual Animator will be giving an Easter egg demonstration this week with all the class.

**c. SEED Program Report (Ms Fe)**

- i. The invitation letter for the April 22<sup>nd</sup> ped day will go out on April 3<sup>rd</sup> with a deadline of April 8, 6pm for the return. Previously, there was a problem with time deadline which is why the 6pm deadline is now in place. The ped day activity will be Cabaret kids performing arts. This activity will emphasis arts through movement. It will take place from 9:30am to 2:30pm, with the possibility to do a skit at the end of the day if time permits. A reminder will be sent to parents for students to bring their water bottles.

**d. Support Staff (Ms. Carol)**

- i. Nothing to report.

**e. Home and School (Christina)**

- i. Planning underway for upcoming Quiz night scheduled for May 10<sup>th</sup>. First communications regarding the event will go out with the April Newsletter with separate communications scheduled to address ticket and food purchase, as well as volunteer sign-up.
- ii. Carnival date of June 6<sup>th</sup>. Planning to commence in the coming weeks.
- iii. Administrative professionals day & appreciation for the bus drivers will be recognized with small tokens of thanks later in April.
- iv. An initial planning meeting was held on March 25<sup>th</sup> with H&S members discussing overall yearly planning of events and organization. The goal of this meeting was to ensure continued benefit to the school and students while ensuring continuity of activities and easy hand-over process for future committee members and executives.

**f. LBPSB Parent Committee (Jinny Conte)**

- i. PC Meeting held Feb.
- ii. Main topic of discussion was the English Parents' Committee Association (EPCA).
- iii. EPCA is a non-profit association funded by the Ministry of Education. It advocates for public education in Quebec and represents and helps support parent committees with their mandates.
- iv. Further information on what they do available at their website:  
[www.epcaquebec.org](http://www.epcaquebec.org)

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- g. LBPSB District Commissioner (Patrick Whitham):**
  - i. Mr. Whitham provided a report from the last regular Council of Commissioners meeting held March 25<sup>th</sup>, 2024.
  - ii. No questions raised.
  
- h. Community Representative (Chelsea)**
  - i. Plantes et arbres workshop in French (Young Explorer Series) being held April 14, 13:30 to 14:30. Advance registration is required. Free workshop for ages 6 to 12.
  - ii. Marianne Dubuc Exposition at the Cultural Center in June which is a cultural mediation by this French-Canadian author and illustrator of children's books. The mediation will be 1 hour long which will include story time, and activity and a look around the exposition. Emails will be sent out starting with kindergarten up to grade 3. The dates and times we available are June 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> between 10 am and 3 pm.

## 6. New Business

- a. Approval of Field Trips & Fundraising**
  - i. Kindergarten classes seek approval to visit La Ferme André on May 15<sup>th</sup>; it will be full day field tri whereby students will discover farm life and the about the care of farm animals. No cost to families; 54 students; 13 adults (1to5 ratio); traveling by bus.
  
  - ii. Grade 3 students to visit the archeological site of an Iroquois village and experience hands-on learning in their museum on May 15<sup>th</sup>. Cost is covered under the school budget, 51 students, 5 adults (1 to 10 ratio).
  
  - iii. Grade 3 & 4 students will be walking to St. Jean XXIII High School for a small concert called Festival de la Voix on April 17<sup>th</sup> (9am to 11am). 102 students; 1 to 10 ratio, cost is \$10 per student but cost will be covered under the school budget. April 17<sup>th</sup>.
  
  - iv. Denim for a Cause supporting breast cancer on May 14<sup>th</sup>. This fundraiser will invite students to wear denim that day and collect any donations they can offer towards this cause.
  
  - v. Grade 6 graduation fundraiser of a raffle of 2 airline tickets (donated by a parent). Grade 6 students will sell booklets of tickets to anyone (not limited to school community), \$10/ticket. The airline tickets are for anywhere in Canada. Funds raised will go towards the grade 6 graduation celebration.
    - 1. Mr. Whitham generously and kindly offered to put the airline tickets back into the fundraiser should he win!

All proposed field trips and fundraising initiatives were approved by Jessica and seconded by Sanjay.

**b. Approval of Subject Time Allocation Table**

- i. Ms. Denton presented the Subject Time Allocation Table which is a breakdown of course instruction in French and English per cycle. There were no changes from the previous year.

Approved by Christina and Jinny

**7. Varia**

- No items raised.

**8. Next Meeting: [April 24<sup>th</sup>, 2024, hybrid.](#)**

- Meetings must now always be offered both in-person, at the school, as well as virtually.

**9. Adjournment at 7:28pm.** Unanimous approval.