

**Dorval Elementary Home and School Association
Meeting Minutes**



April 22, 2024 at 7:00pm
Location: DES Boardroom
Minutes prepared by Erin Hogan

Attendees:

Executive: Natalie Earby, Tina Frascarelli, Sheri Hankins, Erin Hogan, Lindsay Petts, Julie Smith

Parents: Angela Choi, Jinny Conte, Christina Del Zingaro, Jenny Tremblay

School Staff: Stephanie Boulet

Absent: Heather-Anne Denton, Pamela Ogura

1. Welcome

Call to order at 7:06pm.

2. Approval of agenda

Moved by Christina and Sheri. Approved unanimously.

3. Approval of minutes from previous meeting

Moved by Julie and Natalie. Approved unanimously.

4. Presidents' Report

a. Planning meeting debrief

Summary form provided. Info below

4. Principal's report

Not Present

5. Teacher's Report

Today was a ped day; staff worked on the 5-year educational plan. Cross country run is coming up. This Friday will be a litterless lunch day. Information on the fan requests will be coming to H&S soon. Request from Mme Danielle in grade 6; cycles 2 and 3 (216 kids) canoeing happens every year; request to subsidize \$10 per person. This is in line with \$10 per child allocated to field trips. Moved by Christina and Erin. Approved unanimously.

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6. Treasurer's Report

Summary of 2023-2024 as of April 21st, 2024

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

Balance as of April 21st, 2024: \$21,579.95

Petty cash box as of April 21st, 2024: \$146.40

Total Balance: \$21,726.35

Pizza Lunch

Current year 2023-2024

Revenue as of April 21st, 2024: \$24,343.50

Expenses as of April 21st, 2024: \$11,040.00

Net as of April 21st, 2024: \$13,303.50

Last year 2022-2023

Revenue: \$22,363.50

Expenses: \$14,300.48

Net: \$8,063

Quiz Night

Revenue as of April 21st, 2024: \$942.00

Expenses as of April 21st, 2024: \$57.50

Net as of April 21st, 2024: \$884.50

Teacher Wishlist

Expenses as of April 21st, 2024: \$1,183.23

Have given to 10 teachers (one teacher received 2 times):

Stephanie Dessereault	Toni Caban
Joanne Barette	Joanne Barette
Erin Mckinnon	Janis Davies
Natasha Macalanda	Julie Davey (x2)
Nadia Yacoub	Sylvia Fanous

7. Topics for Discussion

a. Planning meeting (See document prepared by Tina)

1. Prioritised expenses

See document Tina prepared for detailed breakdown.

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2. New fundraising ideas to explore

Discussed 2 options for DES merch. Looking to work with a company that would do direct sales. Angela M and Julie will compare prices outside of the meeting. Looking to have an initial sale for Carnival. Tina to follow up for approval with GB and Ms. Denton.

More ideas are noted in the document.

3. Volunteer boost ideas

Looking to purchase swag for H&S volunteers. Looking to purchase 20 t-shirts for H&S members (requirement paid member and minimum of pre-determined volunteers hours). Consider having a funny slogan to promote visibility.

4. Executive spots available by end of year

4 positions are available for next year, including volunteer, secretary, membership, and publicity.

b. Quiz Night update

1. Registration & volunteer update

12 teams have registered. Mme Stephanie is asked to encourage teachers to sign up.

2. Prize collection update

Still looking for a few more prizes, but many have already collected.

c. **Administrative Professionals' Day (04-24) & Bus Drivers' Day (04-23)**

1. Last minute check-in

Christina has prepared the gifts.

d. **Kindergarten Orientation (May 10th)**

Cutlery will be provided with a note from H&S; Christina will prepare the packages. Julie will store the leftover cutlery for next year. Julie will represent H&S at the event.

e. **Golden Torch and Unsung Hero Award nominations**

Tina has been collecting votes and will submit to the QFHSA. Will be announced at the AGM and the Volunteer Tea (held by the teachers)

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f. Year-End Carnival June 6th

1. Sub-committee meeting week of April 29th

Planning meeting scheduled for April 29th at 7pm, virtual. Christina will be in contact with the DJ and Everblast. Dump may tank will be a fundraiser \$1 or a donated food item.

g. Field Day (June)

H&S to provide a snack such as a freezie. Natalie will organize this.

9. Membership Report

15 paid members. No other updates

10. Volunteer Coordinator Report

No updates

11. Round Table/Varia

a. End of year staff gift

Sheri and Pam will coordinate invites to AGM and invite for the end of year gifts; will be send via class parents. Amazon gift cards will be purchased for support personnel.

b. Coffee Cart

June 11 by Natalie and Chrsitina

12. Next Meeting Dates

AGM (last meeting of the year).
May 28th at 7pm, in person at DES Boardroom

13. Adjournment

Adjourned at 8:51