

# Dorval Elementary School Governing Board Meeting



## Meeting Minutes

September 11, 2024

7:00 PM

DES Staff Room

Meeting called by	DES Principal, Heather-Anne Denton
Parent Members Alternate Members	Jinny Conte, Patrick Dubeau, Guy Vezina, Sanjay Rajakumar, Micheline Alexis, Erin Mullins, Jessica Dings
Staff Members	Heather-Anne Denton (Principal), Stephanie Boulet, Joanne Barette, Brenda Collazos-Alva, Corine Stibor, Melanie Bougie-Richer (teachers), Carol Gauthier (support staff), Fe Manibog (SEED)
Community Representatives	Maude Potvin (Chelsea Doret), Patrick Whitham

### AGENDA ITEMS:

1. Call official meeting to order (Quorum, Welcome) at 7:15 pm.
2. Adoption of Agenda
  - Approved by Joanne Barette, seconded by Fe Manibog
3. Adoption of the Meeting Minutes from June 12, 2024
  - Approved by Jessica Dings, seconded by Joanne Barette
4. Election of Chairperson
  - Motion to elect Jinny Conte as Chairperson; approved by Jessica Dings, seconded by Mélanie Bougie-Richer
5. Appointment of Secretary
  - Erin Mullins was nominated as Secretary and approved by
6. Appointment of Community Representatives
  - Motion to elect Chelsea Doret (city of Dorval) approved by Corine Stibor, seconded by Stéphanie Boulet
7. Approval and Modification of Internal Rules of Management
  - As of the next meeting, there will be an option to join both virtually and in person. Meetings will continue with both options for the 2024-2025 academic year. Approved by Brenda Collazos-Alva, seconded by Joanne Barette
8. Dates and Times of GB Meetings (2024-2025)
  - a. The dates and times were approved unanimously as follows:
    - i. October 16, 2024
    - ii. November 27, 2024

- iii. January 22, 2025
- iv. February 19, 2025
- v. March 26, 2025
- vi. April 30, 2025
- vii. May 28, 2025
- viii. June 11, 2025

- b. All meetings will begin at 6:45 p.m. with a virtual and in person option to join.

## 9. Public Question Period

- No questions were raised.

## 10. Reports

### a. Principal Report (Ms. Denton):

- i. The current enrolment is at 397 students:
  - a. there are two combined classes and 20 homeroom classes
- ii. The school is fully staffed:
  - a. One teacher is currently on leave
  - b. New teachers consist of: Kelly Bergeron, Gabriella Ianovale, Jeremy Grauer & Sofia Gonzalez-Herrero (20% Joan Fenner)
  - c. New Integration Aides including Jordan's Principle
- iii. Student Teachers:
  - a. Concordia Arts Program – one student with Mr. Marc Traversy
  - b. Vanier Special Care Counseling program – one student with Ms. Stacey McFatrige
  - c. McGill Education Program - three students with Ms. Tania Mastrocola, Mme Danielle Lustgarten & Mrs. Natasha Macalanda
- iv. Safety Drills:
  - a. The first fire drill was on September 10th
  - b. Everyone exited the building quickly and swiftly
  - c. Evaluation and Reporting:
  - d. First Communication: Interim Report will be going out October 15th

### b. Teachers report (Joanne Barette)

- i. The teachers are very happy with the start of the school year and adjusting to their new classes.
- ii. "Aid a la class" is a new program that is being implemented where staff from the SEED program will assist with classes at the beginning and end of the day.

### c. SEED report (Fe Manibog)

- i. Registration is at 180 students before and after school.
- ii. The first ped day will be taking place on September 27 with an outing and picnic at the park. Ms. Fe asked the board to have a change in location to the Neptune Park instead of the Pine Beach Park.
- iii. There is a small increase in daycare fees which includes a \$0.30 increase in the morning, \$0.13 increase at lunch and \$0.25 increase for the ped days.

- iv. The daycare statement of account will be sent out the week of September 23.
- v. The Home and School Pizza lunch will be offered again to students which will take place every second Thursday beginning on September 19.

**d. Support Staff report (Carole Gauthier)**

- i. The staff are settling into their positions well and participating in “Aide a la class”.
- ii. The students are getting to know Garfield, the new daytime caretaker.

**e. LBPSB Parent Committee report (Jinny Conte)**

-October

- i. There is a new complaints process in place to improve access for students and parents who are dissatisfied.
- ii. The process is in place to reduce delays on how complaints are handled and addressed.
- iii. Superior Court ruled in favor of Bill 40, Legault is challenging it.
- iv. 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.
- v. Parent Committee meetings will be held on the third Thursday of every month.

-November

- i. Budgeting issues with integration aides was reported. The committee would like to see if they can help the schools on this front.

-March

- i. Main topic of discussion was the English Parents’ Committee Association (EPCA).
- ii. 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.
- iii. Further information on what they do available at their website: [www.epcaquebec.org](http://www.epcaquebec.org)

**f. LBPSB District Commissioner report (Patrick Whitham):**

- i. Mr. Whitham will attend the Council of Commissioners meeting as a candidate and as a Commissioner for Dorval/Lachine.
- ii. The Council of Commissioners approved that Alexandra Desbiens-Leighton be appointed Coordinator of Student Services of the Lester B. Pearson School Board, effective September 23, 2024 (probationary status).
- iii. The Council of Commissioners approved that the Policy on Equity, Diversity, Dignity and Inclusion, dated September 16, 2024, be adopted.
- iv. It was approved that the Director General be authorized to take all necessary decisions, and all necessary measures required to ensure the continuity of operations for the period between September 20 and November 18, 2024.
- v. The Council of Commissioners approved that the remuneration to be remitted to the members of the Council of Commissioners of the Lester B.

Pearson School Board be established in accordance with the maximum amount determined by Order in Council 1216-2024 and distributed as follows:

- Chair: 2 shares
- Vice-Chair: 1.5 share
- Commissioners: 12 shares (July 1 to November 3, 2024) 13 shares (November 4 to June 30, 2025)
- CGTSIM Delegate: 0 share
- CGTSIM Substitute: 0.5 share

vi. Mr. Whitham is currently looking for nomination signatures.

vii. No questions raised.

**g. Community Representative report (Maude Potvin in lieu of Chelsea Doret)**

- i. The Halloween Exhibition will be taking place from October 19 to 31 at the Dorval Library.
- ii. The Board Game party will be taking place on Sunday, October 20.
- ii. Halloween story time will be taking place on October 22 or 29 at Dorval Library; geared towards K- 1 students.
- iii. On October 26 the “Best Homemade Pie Contest” will be taking place.

**h. Home & School report (Ms. Denton)**

- i. The Welcome Back BBQ will be taking place on Thursday, September 12.
- ii. The first Home and School meeting is scheduled for Tuesday, September 24.

**11. New Business**

**a. Approval of Field Trips & Fundraising**

- i. Ms. Fe seeks approval to change the location of the September 27 ped day from Pine Beach Park to Neptune Park.
- ii. Joanne Barette asks to have a blanket approval for any field trip within a 2 km distance from the school. This will be based on parent approval and appropriate student and teacher/volunteer ratios.
- iii. Joanne Barette seeks approval to organize a field trip to the Des Sources Ecological Park three times per year for her class. The field trips will be taking place in September/October, January/February and May/June.
- iv. These field trips will promote educational activities in nature and outdoor spaces.
- v. All proposed field trips and initiatives were approved by Jessica Dings and seconded by Guy Vezina.
- vi. The ultimate frisbee tournament will be taking place on September 24. Students will be travelling by bus and there are currently 34 registered.
- vii. The handball tournament will be taking place on October 9 with a rain date of October 10.
- viii. The Terry Fox Run is scheduled for October 15. A permission form will be sent out by the teachers and parent volunteers will be requested to assist.
- ix. The cross-country run is scheduled for October 22.
- x. There will be three fundraising initiatives organized by the grade 6 students for their upcoming graduation. The initiatives include: TCBY station and a half and half raffle at the Fall Fair, and a Subway lunch fundraiser.

All members voted in favour of these initiatives.

**12. Varia**

- No items raised.

**13. Next Meeting: October 16, 2024 (hybrid)**

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

**14. Adjournment at 8:05 pm.** Unanimously approval.