



Dorval Elementary Home and School Association  
Tuesday, September 24th, 2024  
19h00 DES Boardroom  
MINUTES

Dorval Elementary  
Home and School  
Association

1750 Carson Ave.,  
Dorval, Quebec H9S 1N3

DorvalHomeandSchool  
@gmail.com

COUNCIL 2024-2025

CO-PRESIDENTS:

Tina Frascarelli  
Julie Smith

SECRETARY:

Breana Bourbeau

TREASURER:

Lindsay Petts

MEMBERSHIP COORDINATOR:

Kimberly Carter (absent)

PUBLICITY:

Angela Choi

VOLUNTEER COORDINATOR:

Michelle Paleo

PRINCIPAL:

Heather-Anne Denton

TEACHER REPRESENTATIVES:

Stéphanie Boulet  
Sonya Ferrera

1. Welcome

2. Approval of agenda by Sheri and Angela

3. Approval of last meetings minutes (AGM) by Julie and Tina

4. Section Reports

a. Presidents' Report

Review of this year's start of year BBQ, we bought more food than last year and still ran out! It was overall a great success, we will need to make sure to get volunteers to watch the entrance door to monitor entry-access as we found stranglers inside. We must also ensure to have a first aid kit onsite and accessible.

The commemorative plaque for the shade sails has arrived, and will be placed on the rocks in that section soon to thank the families who funded the sails.

We presently have 11,000\$ in the bank, we usually raise about 10,000\$ over the school year though we spent quite a lot over the past school year. We will work with Ms Denton to utilize the funds this year.

The city of Dorval sent a thank you letter on behalf of community aid, we will enter this into the newsletter thanking all those who helped in the collections.

b. Principal's Report

Ms Denton states we are fully staffed, we have 28 teachers and 15 integration aids and support staff.

A big thank you and congratulations for a wonderful welcome BBQ!

c. Teacher's Report

The teachers say thank you for the coffee and treats on the first day, they were greatly appreciated!

Staff and students are readying for orange shirt day!

Note for Kelly Bergeron, next year will need a volunteer for sizing children for gym shirts. We should look into maybe receiving a certain amount in advance, yet as students are sized at the beginning of the year this would not likely be possible.

Terry fox run will be held rain or shine on October 15th. The board will provide snacks as per usual.

Social committee would like to team up with the board to schedule coffee cart days as they also do something similar and would like to coordinate well.

d. Treasurer's Report

Lindsay will upload numbers, as Tina had that last year's large purchases were fans for the classrooms and the stage curtains.

Pizza lunch so far is a big hit, most orders are in already. Some teachers are also requesting pizza, we will send an email to Ms Denton to get numbers to be able to add to order. We are on track with volunteers and have 18 parents already this year to help out.

DES Swag is going well, lots of sales so far and seen throughout the halls. We have been able to raise close to 600\$ from sales but Lindsay is awaiting our e-transfer from them. Julie confirms e-transfers should be quarterly. We will need to clarify production vs delivery delays, 5-10 days for production but had a 1-2 day quick option with delivery on the site and some were misled thinking this would be total time and not delivery time after production. Many parents called for updates and weren't able to reach them as they rarely are on site in pointe-claire to answer the phone.

e. Membership report

Kim is absent, we are requesting that the 20\$ membership fee be paid and an email will be sent out to remind members to pay. Some members paid on site.

f. Volunteer coordinator report

Michelle would like to know of a better approach to solicit volunteers, the board suggests at drop off and pick up. We could maybe incentivize volunteers with coupons or prizes if needed. Michelle was very happy with the turnout for the BBQ and for future events will reach out to volunteers to break down what duties need to be done but overall very happy with this year's turn out so far.

4. Topics for discussion

All subjects were covered prior except that thoughtful thursdays will be starting on September 26th and will be the last thursday of every month. All food donated goes towards community aid, the food bank lets us know what is needed and we will request donations of those articles. This month is cereal, it's mentioned local stores have specials running right now!

5. Upcoming Events:

a. Photo day

Photo day will be October 10th, volunteers are needed. Angela will be free in the morning and well as Michelle if needed. Sherri and Jinny are already on the volunteer list for this event. We would like to ensure that the group background is not the same as last year as some parents we unhappy, yet that was due to the weather and hopefully this year will be better!

b. Terry Fox Run

The Terry Fox run will be held rain or shine on October 15th 2024. The board usually supplies apples, Maxi generously donated in prior years. Rachel was in charge in previous years and the board will see if she'd like to help again.

c. Coffee Cart

The next coffee cart will be the week of October 21st, Jinny will be in charge and would appreciate it if anyone is able to volunteer to assist.

d. Magic Pumpkins

Tina will take care of the pumpkins, as it's only for the kindergarten students we will need approximately 60 pumpkins.

e. Fall fair - Sub Committees needed

Fall fair will be held on November 9th, we will need subcommittees for gym set up (Angela and Sherri will take care of this), bake sale (we ask all DES families to bake two items and donate) Andrea will take care of that portion. Amanda will take care of the cake walk this year, we also have the used book sale and will need multiple volunteers for kitchen duty. Jinny will take care of the raffle, Rachel will be in charge of the Kids zone for toys and games. We will need board members to volunteer at the DES swag table, we will have certain items for sale on the day of and the rest will need to be ordered. An email can be sent out to those who signed up to volunteer with specific duties or tasks, Michelle will send the master email.

6. Varia - Round table

The teachers asked if the board will be gifting our annual 100\$ to the teachers convention and wish list, Julie confirms.

7. Next Meeting Dates

Next meeting will be virtual and be held on Monday October 21st 2024 at 19h30 via Zoom.

8. Adjournment (Breana and Lindsay)