Edinburgh Governing Board Meeting
Wednesday June 17, 2026
Online on Teams

Present: Laetitia Kachmar, Travis Hall, Frederic Arcouette, Alexandra Kelebay, Claudia Iacampo, Jean-Michel Brunet, Pina Trengia, Geneviève Hébert, Michal Muallem, Geneviève Guay, Stéphane Vaval, Ivo Marloh, Anthony Rainone, Giselle Alleyne, Anthony Rainone

Absent: Navid Azadi, Johanna Miller, Paola Samuel, Abdelghafour El-Hama

1. Welcome

The meeting was called to order by Chair Travis Hall, who welcomed all members.

2. Adoption of Agenda

Motion: Frédéric Arcouette
Seconded by: Claudia Iacampo
Carried.

3. Approval of Minutes of May 20, 2026

Motion: Frédéric Arcouette
Seconded by: Ivo Marloh
Carried.

4. Business Arising from Previous Minutes

None.

5. New Business

5.1 School Fees 2026–2027

Ms. Kachmar presented the proposed school fees for the 2026–2027 school year and explained that Governing Board approval is required for charges billed to parents.

Motion to approve: Frédéric Arcouette
Seconded by: Ivo Marloh
Carried.

5.2 Lunch Supervision Fees 2026–2027

Ms. Kachmar reviewed the proposed increase to lunch supervision fees. The fee will increase to $2.00 per day ($360 annually) to better support the salaries of lunch monitors. It was noted that Edinburgh's fees remain lower than those of many comparable schools.

Motion to approve: Frédéric Arcouette
Seconded by: Claudia Iacampo
Carried.

5.3 School Budget 2025–2026

Ms. Kachmar reviewed the budget related to school fees and lunch supervision. The total amount collected and expended is approximately $137,600, with funds allocated primarily toward student workbooks and lunch monitor salaries.

Motion to approve: Frédéric Arcouette
Seconded by: Claudia Iacampo
Carried.

5.4 Grade 6 Last Day of School – June 22, 2026

Ms. Kachmar explained that, in keeping with tradition, June 22 will serve as the final school day for Grade 6 students, coinciding with graduation activities. The official last day of school for all other students remains June 23.

Motion to approve: Jean-Michel Brunet
Seconded by: Ivo Marloh
Carried.

5.5 Daycare Closure on June 22, 2026

The daycare team requested permission to close at 5:30 p.m. rather than 6:00 p.m. on June 22 to allow educators to attend the Grade 6 graduation ceremony.

Motion to approve: Michal Muallem
Seconded by: Claudia Iacampo
Carried.

5.6 Subject Time Allocation

Ms. Kachmar presented the subject time allocation for the 2026–2027 school year.

Motion to approve: Michal Muallem
Seconded by: Jean-Michel Brunet
Carried.

5.7 Year-End Financial Statement 2025–2026

Treasurer Frédéric Arcouette presented the year-end financial statement.

Revenue included:

- EMSB allocation: $250
- Previous-year rollover: $96

Total revenue: $346

Expenses included:

- Grade 6 gift cards: $175

Current balance: $171

Motion to approve: Claudia Iacampo
Seconded by: Ivo Marloh
Carried.

5.8 Governing Board Annual Report 2025–2026

Mr. Hall presented the annual report summarizing Governing Board activities throughout the school year. Highlights included strong attendance at meetings, six regular meetings held during the year, and effective communication between the school and its parent community.

The Board noted that virtual meetings have worked well and recommended maintaining this option in future years.

Motion to approve: Ivo Marloh
Seconded by: Frédéric Arcouette
Carried.

6. Reports

6.1 Principal's Report

Ms. Kachmar highlighted the many successful events held throughout June, including:

- Spring Concert (June 3)
- Home & School Spring Fair (June 4)
- Grade 6 Skating Party
- Numerous field trips and play-based learning workshops

- Field Day and poutine treat
- Grade 6 Pool Party
- Wear Green Day in support of Matteo Palumbi (June 15)
- Fun Day featuring an ice cream truck and Animation Kidz (June 16)

Upcoming events include the Grade 6 graduation trip, Graduation Night on June 22, and the final day of school on June 23, when report cards will be released.

Ms. Kachmar thanked staff, parents, and Governing Board members for their support throughout her first full year as principal and wished everyone a wonderful summer.

6.2 Commissioner's Report

No report.

6.3 Treasurer's Report

The Treasurer confirmed that all financial matters had been addressed under Item 5.7.

6.4 Parent Delegate (EMSB Parents' Committee)

Michal Muallem reported on recent EMSB Parents' Committee discussions regarding Bill 8 and its potential implications for English-language education in Quebec.

Committee members also discussed the EMSB infrastructure survey, including concerns about the need for air conditioning in schools.

As this was her final meeting as Parent Delegate, Ms. Muallem thanked the Board for the opportunity to represent Edinburgh. Mr. Hall thanked her for her dedication and service throughout her term.

6.5 Teacher Representatives

Jean-Michel Brunet thanked the members of the Grade 6 Graduation Committee for their work organizing graduation activities, including the commemorative video and dance.

He noted that despite the demands of Ministry examinations, teachers worked hard to ensure students enjoyed memorable year-end activities, including the skating party, pool party, graduation trip, and graduation celebrations.

Mme Geneviève Hébert reflected positively on Field Day and the strong sense of teamwork and community demonstrated by students.

Ms. Kachmar praised the Grade 6 Graduation Committee for its exceptional fundraising efforts and dedication. Jean-Michel Brunet also thanked Home & School for its support of graduation activities.

6.6 Home & School Liaison

The Spring Fair was a tremendous success.

The Home & School Association also recently held its Annual General Meeting and welcomed new members to the executive.

6.7 BASE Daycare

The BASE team reported a highly successful year.

Recent initiatives included:

- A Daycare Week spelling bee
- The "Caught Doing Good" recognition program
- Student awards and gift bags
- Reflection activities focused on helping students identify and express emotions

The final day of school will feature a foam party to celebrate a successful year.

7. Varia

Jean-Michel Brunet announced that Mr. Cho will be leaving Edinburgh at the end of the school year to return to Westmount High School.

He also noted the retirement of Mr. Turgeon after many years of dedicated service. Both teachers will be honoured during a school assembly on June 22.

8. Adjournment

The meeting was adjourned at 7:58 p.m.