

ASIBA

Association des Sections Internationales Britanniques et Anglophones

Association governed by the Law of 1st July 1901
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Registered address: / *Siège social*:
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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS PROCÈS-VERBAL DE LA RÉUNION DU CONSEIL D'ADMINISTRATION

DATE: 24th November 2005

PLACE: Lycée Honoré de Balzac, 118 boulevard Bessières, 75017 Paris

PRESENT

1. Donna Philip (Lyon), President
2. Glenys Kennedy (Fontainebleau), Vice President
3. Ivan Karaivanov (EAB Etoile), Treasurer
4. David Gage (Honorary Member), General Secretary
5. Kathleen Gray (Balzac)
6. Paddy Salmon (Sèvres)
7. Philip Shaw-Latimer, (St. Germain)
8. Peter Woodburn, (Ferney-Voltaire)

IN ATTENDANCE

1. Brigitte Silver (La Baule)
2. Alain Henault (Jean Monnet, Brussels)

MEETING

The President opened the meeting at 2 p.m. and the agenda was taken as read.

1. Minutes of last Meeting

The Minutes of the last meeting were briefly reviewed, completed and approved.

2. New Schools / Membership

- 2.1 DP reported that there had been a significant increase in numbers of OIB students this year, rising from 395 last year to 495 for the 2005-6 academic year.

- 2.2 There are four new schools for the 2006 exams, namely Lycée Jean Monnet in Brussels, Nogent (Creteil) and Noisy-le Grand (two schools). It was not clear if Noisy had been officially approved as yet (**PSL to check**). Toulouse will become a new examination centre in 2006.

Action point: more information to be obtained at the Heads of Section meeting tomorrow and DG to contact the new schools with a cover letter and application form.

- 2.3 DP suggested that schools with only one member should be contacted with a view to having a second member. KG confirmed that Balzac was of the view that it could not be a member of an association (KG to try to check [it subsequently emerged after the meeting that the problem may be one of being able / not able to pay money to an association]). PW remarked that state schools did not want to join when ASIBA was formed and in the early years but that the view seemed to have evolved over the past few years.

Action point: DG to contact the schools with only one active member (Aix [one active and one participating], Le Havre and Grenoble) and the non-member schools (Rheims and Strasbourg).

3. Use of ASIBA Funds

- 3.1 A discussion took place on the funding provided by ASIBA for two visits per year for teacher-examiner training sessions by the two Cambridge examining board (UCLES) inspectors, namely Clare Sladden (History/Geography) and Adrian Barlow (Language / Literature).
- 3.2 The Treasurer raised some queries about reimbursements made / to be made and PSL agreed to check and advise.
- 3.3 It was confirmed that ASIBA is funding travel, accommodation and a very modest consultancy fee (around £130 per day). PW mentioned that an extra trip was funded this year for Adrian Barlow's meeting with Mme. Kamoun (of the *Inspection Générale*).
- 3.4 A discussion took place on funding teachers' expenses of travelling to the training sessions. ASIBA had in 2004 funded such expenses for three teachers in response to requests before the meeting, where such expenses could not be funded from anywhere else (the *Rectorats* having refused). DP reported that at the last session in 2005 some requests were made by certain teachers at the last minute and had to be refused.
- 3.5 It was agreed that in future ASIBA funds would be used for supporting the presence of moderators in France. It would be impossible to deal with all teacher requests equitably.

4. Treasurer's Report

- 4.1 IK, the Treasurer, circulated a table of income and expenditure.
- 4.2 IK confirmed that he had received all the papers from the previous Treasurer and had spent a significant amount of time going through them all tracing back revenues and

expenditure since the beginning. There was a discrepancy of €85 (which appears to represent one annual membership fee).

- 4.3 IK confirmed that the funds are held in a current account with the Caisse d'Epargne and a Livret A, on the basis that funds would be transferred across from the Livret A to the current account as needed. Unfortunately the account had gone overdrawn as there were some unexpected bank charges, the bank are charging a fee of €6 per quarter for holding the account of which IK was previously unaware.
- 4.4 IK drew the attention of the meeting to the fact that ASIBA has almost no funds left, the bank accounts have a total credit of about €30 and there are outstanding expenses due to St. Germain (reimbursement of Adrian Barlow's last visit) of about €500. DP mentioned that there was also about €450 to pay at some point to the Cambridge examining board (UCLES) for the OIB website development.
- 4.5 IK pointed out that funding two trips per year would cost around €2,000 which would use up all of the annual membership fees (currently 22 active members at €85 = €1,870).

5. Expenses

- 5.1 PW suggested that ASIBA should have a more formal policy on expenses with a ceiling on expenses for the UCLES inspectors visits and PW / IK expressed the view that ASIBA should reimburse expenses directly rather than any of the schools (notably St. Germain) reimbursing the inspectors and reclaiming from ASIBA. PSL was not opposed but stressed that goodwill has been established which should not be jeopardised by tardy payments or an overly restrictive or rigid policy (the inspectors are busy people and might, for example, need to take a taxi).
- 5.2 **After a discussion the Board decided that ASIBA should reimburse expenses directly.**
Action point for PW: prepare a short expenses policy document with a suggested ceiling (estimated by the meeting at €500 per visit) for review and approval by the Board.
- 5.3 The discussion returned to the question of teachers' travelling expenses. It was noted that ASIBA clearly did not, at present, have sufficient funds to be able to offer to cover these and that even if some funds were available it would be difficult to offer funding (by making teachers aware of the possibility) and then managing the most deserving cause and/or an order of priority. It was also suggested that by ASIBA funding such expenses it may be comforting the *Rectorats* in their idea that they should not be funding them. PSL advised that the problem of covering these expenses had been drawn to the DRIC's attention but that the *Rectorats* need to be convinced as to the necessity of these regular training sessions. PSL, in his capacity as the Schools' Chair, will be sending a letter to all *Provisseurs* on the subject.
- 5.4 **The Board decided that ASIBA should and would not be financing the expenses of teachers to attend training sessions as these should be funded by the *Rectorats*.**

5.5 Following up on an action point from the last meeting DP had made contact with Mme. Kamoun regarding the invitation to visit UCLES in Cambridge in February and it had been positively received. After some discussion it was confirmed that the offer had been made with the clear implication that ASIBA would fund the travelling expenses of Mme. Kamoun. PW believed that Sue Randall (UCLES) might be able to fund some of the expenses if the meeting also involved ESOL (language programmes) matters. It was possible that Mme. Kamoun would be accompanied by an official from the DRIC, but it was not felt that ASIBA should be covering those expenses.

6. Membership fees

6.1 PS suggested that it would be wise to increase the annual membership fee by perhaps €15, bringing it to €100.

6.2 A discussion took place on increasing the annual fee. BS commented that any increase would need to be explained properly, as some parents will not understand the justification. PSL confirmed the importance of the two training sessions per year to maintain standards.

6.3 The question of the levy system discussed at previous meetings was raised; €500 could be raised by a €1 levy on each student in the final year (currently around 500 students). PSL was against the levy concept as it has practical difficulties and the reality is that fee paying sections would not actually add €1 to the parents current fees, it would just be taken from the general "pot". PSL felt that an increase in fees was simpler perhaps with an additional sum calculated on the number of students registered to take OIB at each member school.

6.4 After an exchange of views the meeting recommended an increase in the annual fee to a basic €100 with a supplementary amount based on three bands: 1-20 OIB students €25, 21-40 students €40 and over 40 students €60. The supplementary amount would be payable by the school or if the school is not a member by the parents' association member. [The increase in fees is subject to the approval of the members in general meeting.]

Action point for DP: draft a cover letter explaining the increase in fees.

Action point for DG: include on the agenda for the next general meeting of members.

7. Assisting New Schools

7.1 DP had checked with Mme. Kamoun as to the posting of old exam papers on the website and she had no objections.

7.2 PW asked for the old exam papers in pdf form so that he can put them on the website.
Action point: PSL to provide to PW.

7.3 GK raised the idea of using the website as a forum where members could exchange information and post documents. **Action point: PW to investigate possibilities.**

7.4 **Action point from last meeting: draft a document for the website for potential new schools with useful information, contact information and so on.**

8. Website

- 8.1 Following up on an action point from the last meeting concerning the ASIBA website address, DG reported that searching by Yahoo or Google brings up ASIBA on the first page, so the address is not difficult to find.
- 8.2 PW felt that it was still not a good address.
- 8.3 DG expressed the view that as the site could be found relatively easy, that the obvious addresses such as "asiba.org" or "asiba.net" had already been taken (although "asiba.fr" is available), the cost of changing (CERN is free) and the need to change the address wherever it appears at present (and links from other sites) and notify of the change, it was better not to change at this stage.
- 8.4 PW suggested that CERN should be formally thanked for hosting the site.

9. Next Newsletter

- 9.1 KG explained that little progress had been made on the proposed Newsletter as she had not received any material from members.
- 9.2 Suggested content remained: PW's article, extract from Alan Baker's speech (PSL had reservations), extracts from Mme. Kamoun's speech (but not sure there was a printed text), letter from new President, list of members and photos. PW suggested content including what we are funding, why do fees need to go up, the increase in schools and student numbers and why teachers need training. It was decided that DP's letter to members explaining the need for raising the membership fees would replace the Newsletter for the time being.

10. Recognition of OIB in Universities

- 10.1 KG raised the subject of the recognition of the grades of the OIB in universities in the UK, USA and Canada since, for example, Edinburgh University equates a "très bien" grade with 3 Bs at A Level, which clearly does not recognise the true level of the OIB. DP said that the university counsellor from her school had spoken to Edinburgh University on this subject.
- 10.2 DP / PS referred to the importance of the school reference on the UCAS form and of referring to the UCLES OIB handbook which gives guidance on its academic level and equivalence of the OIB grades. GK said that admissions tutors in the Universities do get to know the OIB's status but there is some educating to do when the admission tutor changes.
- 10.3 PW expressed the view that it was not ASIBA's job to get involved in promoting the equivalence of the OIB to other exam systems as ASIBA would be viewed as a pressure group.

10.4 PW suggested that the statistics of the *Education Nationale* as to the percentages of students achieving the different grades of the OIB could be put on the ASIBA website.
Action point for PW to investigate.

11. Bac Bilatéral

11.1 DP advised that there has been no further news on any possible British version of the "bi-bac" (*baccalauréat bilatéral*) but the American version is being put into place this year and Spanish and German versions are already in place.

There being no further business to discuss the meeting closed at 17:05

Donna Philip, President

David Gage, Secretary