



**ASSOCIATION DES SECTIONS INTERNATIONALES
BRITANNIQUES ET ANGLOPHONES**

Association subject to the law of 1st July 1901 and the Decree of 16th August 1901

Association régie par la Loi du 1^{er} juillet 1901 et le Décret du 16 août 1901

Registration no. / No. d'enregistrement: **28028455**

Registered address / Siège social: 21 allée de Bourrienne, 92500 Rueil-Malmaison

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
PROCÈS-VERBAL DE LA
RÉUNION DU CONSEIL D'ADMINISTRATION**

DATE: 25th March 2013

PLACE: Lycée de Sèvres, 21 rue du Docteur Ledermann, 92310 Sèvres (Salle de réunion, Bâtiment D).

PRESENT

1. James Cathcart (St. Germain-en-Laye), President
2. David Gage (St. Germain parents), General Secretary
3. Derek Erb (Balzac parents)
4. Ivan Karaïvanov (EAB Étoile)
5. Betty Lau (Sèvres)
6. Peter Woodburn, (Ferney-Voltaire)

ABSENT EXCUSED

7. Rob Miller (Lyon), Vice President
8. Shaun Corrigan (Fontainebleau) Treasurer
9. Michael Segalla (Buc Parents)

MEETING

The President opened the meeting at 10:10 and the President confirmed that a quorum was present.

1. Minutes

Board members approved the draft Minutes of the last meeting (10th December 2012).

2. Proposed New Articles of Association

2.1 The Secretary ran through the draft of the proposed new Articles of Association drawing attention to the main changes as compared to the existing Articles notably:

- Definitions section drafted including definitions of Academic Steering Group, Heads of Section, Schools' Forum and Subject Meetings.
- Rewording of Objects of ASIBA
- Change of registered address, future changes to be within the Board's powers.
- 3 membership categories (participating member category deleted)
- Membership fees – one fee for each establishment giving the right to 2 members (school/section and APE)

- Board 7-12 Directors; ex officio members Schools' Chair, Vice Chair and 2 Subject Leaders + up to 8 elected; new officer Associate Director;
 - Academic Steering Group to become a committee of the Board
 - Schools' Forum Meetings
 - Subject Meetings and role of Subject Leaders
- 2.2 The President referred to the comments he had received from Peter Woodburn and Rob Miller relating to the proposed new Articles of Association which will be taken into account.
- 3. Membership / Fees**
- 3.1 A lengthy discussion took place on membership categories and the rate of fees. There was general support for a per capita fee, possibly of €10, per OIB student in 1ère and Terminale but it was acknowledged that this would represent a significant increase for certain schools (e.g. Balzac which currently has around 67 students).
- 3.2 Issues discussed included: the fact that certain examination centres already charge a fee (€17.50 for example) to students, how could schools be encouraged to pay the ASIBA fee, the wish of ASIBA not to exclude schools but what happens if a school does not pay, the possibility of increasing revenues from other sources (corporate sponsorship, donations), recognition of the administrative burden and cost currently being borne by St. Germain (up to 50% of the OIB coordinators time).
- 4. Cambridge Associate Agreement (IGCSEs)**
- 4.1 The Board briefly discussed the proposed Associate Agreement with Cambridge International Examinations (CIE) which could have the double advantage of making it economically viable for smaller schools/sections to propose IGCSEs to its students (as they would not have to pay a registration fee to CIE) and of creating a revenue stream for ASIBA.
- 4.2 The President reminded the meeting of the key aspects of the proposals, the economies which would be available to member schools and the potential revenues for ASIBA. The President underlined that this would be creating an additional administrative burden notably for him and the OIB coordinator and therefore the suggestion was to commence on a small scale with some of the smaller state schools to see how manageable it would be.
- 5. Membership Fees**
- 5.1 The discussion reverted specifically to membership fees and various ideas were discussed including an optional per capita scale, an obligatory per capita scale, a fixed amount with an additional per capita sum, per capita on Terminale students only or also on 1ère students.
- 5.2 It was agreed that the Secretary would work on a proposal and that the Treasurer would run some calculations with a view to presenting the Board (via email) with a proposal which could be put to the members at the Annual General Meeting. This being on the basis that the proposed subscription fee would consist of a basic fixed amount per establishment (giving the right to 2 memberships) plus an additional per capita amount possibly ranging from a minimum of €5 to an optional higher figure.

6. Cambridge Associate Agreement (IGCSEs)

- 6.1 The President made a detailed presentation the proposed Associate Agreement and referred to the documents which had been circulated before the meeting. He ran through the conditions which would need to be met and confirmed that he was satisfied they could be.
- 6.2 The risk of non-payment would not arise as ASIBA would require payment first from the participating schools and then make payment to Cambridge. As regards other risks the Secretary will investigate insurance cover.
- 6.3 In response to a question from PW, the President underlined the reasons why ASIBA would wish to enter into this proposed agreement, underlining the importance of the experience of British examination assessment, practice and culture which taking IGCSEs gives to OIB students. Smaller schools would now have the possibility of offering these exams as they would not have to pay a separate registration fee to Cambridge.
- 6.4 JC would need to be trained as an inspector and ASIBA would normally need to make an inspection visit to new schools notably to ensure that security arrangements were properly in place. JC will circulate the model Associate Agreement received from Cambridge and will work with DG on reviewing this.
- 6.5 Reference was made to a memorandum PW had prepared in the past as to why schools were recommended to offer IGCSEs to their students and it was agreed that PW would finalise this for use by ASIBA in support of the exams; it could also be added to the website.

7. Other Funding Sources

- 7.1 The President reported that sponsorship was a real possibility for ASIBA in the future (he had had the opportunity of meeting a potential sponsor recently) and that this is something which could be pursued in order to create an additional revenue stream for ASIBA.
- 7.2 The possibility of raising funds from alumni was also briefly discussed.

8. Logo

DE revealed the results of the consultation process carried out between the members of the Board via email and confirmed the logo which had received the most votes. The proposed new logo was approved by the board and it was agreed that it would be presented to the members at the forthcoming Annual General Meeting.

9. AGM

The AGM will be held on 23rd May in Sèvres.

There being no further business to discuss the meeting closed at 13:10.

Signed

James Cathcart, President

Signed

David Gage, General Secretary