

# **ASIBA**

## **Association des Sections Internationales Britanniques et Anglophones**

Association governed by the Law of 1<sup>st</sup> July 1901  
*Association régie par le Loi du 1er juillet 1901*

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

### **Minutes of the Annual General Meeting of 11th January 2006**

**Procès-verbal de l'Assemblée Générale Ordinaire  
du 11 janvier 2006**

**DATE:** 11<sup>th</sup> January 2006 at 10:45 a.m.

**PLACE:** École Active Bilingue, 24bis rue de Berri, 75008 Paris.

#### **PRESENT**

##### **Active members (voting)**

##### **Represented by:**

- |   |   |
|---|---|
| 1. Peter Woodburn (Ferney-Voltaire)   |   |
| 2. Association ALA-ELP (Ferney-Voltaire)  | Peter Woodburn<br>(proxy for D. Letore) |
| 3. Glenys Kennedy (Fontainebleau)   |   |
| 4. APE Section Anglophone<br>Collège International, Fontainebleau               | Glenys Kennedy                          |
| 5. Ivan Karaïvanov (EAB Etoile)   |   |
| 6. Section Anglophone (EAB Étoile)  | Arnold Delaney                          |
| 7. Donna Philip (Lyon)  |   |
| 8. APESA Section Anglophone Cité Scolaire<br>Internationale de Lyon             | Donna Philip                            |
| 9. Philip Shaw-Latimer (St. Germain-en-Laye)                                    |   |
| 10. APE Section Britannique Lycée d'Etat<br>International à St. Germain-en-Laye | David Gage                              |

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|-----|---|--|
| 11. | Paddy Salmon (Sèvres)   |  |
| 12. | Sections Internationales de Sèvres  | Anne Potonnier and Paddy Salmon        |
| 13. | APESA (Balzac)  | Kathleen Gray                          |
|     | Adele Mosonyi (representing Balzac) [membership in progress]                        |  |
| 14. | Lycée Franco-Allemand (Buc)   | Patricia Comolet (proxy for K. Thomas) |
| 15. | Parents de la Section Anglophone de Buc (PSAB)                                      | Patricia Comolet                       |
| 16. | Lycée International Victor Hugo (Colomiers)   | Leslie Albiston                        |
| 17. | English 31 (Parents' Association of the Lycée International Victor Hugo, Colomiers) | Leslie Albiston                        |
| 18. | Umbrella English Section Association (Grenoble)                                     | Donna Philip proxy from David Simpson  |

## **MEETING**

The President opened the meeting at 10:45 a.m.

### **1. Agenda**

- 1.1 The agenda was taken as read, no members had notified of their wish to add supplementary agenda items.

### **2. Membership**

- 2.1 In response to a question from Arnold Delaney, David Gage explained that there are 23 members representing 13 schools in total, all are active members (full subscription fees) except Aix Parents Association (participating member). David Gage had been an honorary member but from 2006 represents St. Germain parents. Of the paid up members all schools have 2 members (head of section / school and the parents' association) except for Balzac [which is now joining], Le Havre and Grenoble. Of the non-members schools three are new ones: Lycée Jean Monnet (Brussels) (who appear keen to join), Nogent-sur-Marne and Noisy-le-Grand who have yet to be approached and the others are Reims and Strasbourg.
- 2.2 Adele Mosonyi representing Lycée Honoré de Balzac advised that she was present for the first time as the Provisieur, Mme. Marguin, had confirmed that Balzac would now be becoming an active member this year. This was hailed as excellent news by the meeting, the support of Mme. Marguin being much appreciated.

- 2.3 Philip Shaw-Latimer mentioned the Institut Fénelon in Grasse which is very keen on offering the OIB but which only has 5ème level students at present and so would not be presenting students until 2011. The view was that this school could be invited to join ASIBA although it would not be benefiting from the teacher training for many years, and that would need to be made clear.
- 2.4 DG confirmed that he would be following up on membership with the non-member and one member schools after the decision of the members on the proposed increase in fees.

### **3. President's Report**

- 3.1 Donna Philip referred to her recent cover letter and the Minutes of the recent Board, both of which had been sent to all members with the formal notice of this Annual General Meeting. She reminded the meeting that apart from the formal annual business of the meeting the object was to approve an increase in subscription fees to ensure that ASIBA could meet its financial needs over this year.
- 3.2 In response to a question from Kathleen Gray it was confirmed that the last Board meeting had decided that funds should be used to finance four teacher training sessions per year but not for teacher travelling expenses (there being insufficient funds and also other issues, as mentioned in the minutes of the Board meeting).

### **4. Treasurer's Report**

- 4.1 Ivan Karaïvanov circulated to the meeting accounts showing the income and expenditure of ASIBA since its creation on a year by year basis. The records had not been in a perfect state when Ivan took over the Treasurer's role last summer and it appeared to him that not all subscriptions had been paid in full in the past and/or not at the correct rate; going forward the system would be improved.
- 4.2 Ivan expressed concern as to whether the income from subscriptions would cover the needs. A discussion took place on the figures.
- 4.3 On the assumption that the increase in subscription fees would be approved, a reasonable estimate of revenues was around €2,710 (based on 23 active members x 100 with around €410 from the supplementary amount calculated on the bands). The basic expenditure needs of ASIBA will be approximately €2,750, being the expenses of four teacher training sessions at no more than €50 each and a further €50 for the proposed trip of Mme. Kamoun (the delegated inspector from the *Inspection Générale* with responsibility for the language / literature) to Cambridge.
- 4.4 The meeting unanimously approved the accounts produced by the Treasurer.

### **5. Role of ASIBA and Funding**

- 5.1 Patricia Comolet raised the issue of the role of ASIBA and the motivation for schools to be members of ASIBA if membership is not obligatory and teachers from non-members can still attend the teacher training sessions. GK, PW, PSL, DP and DG all contributed to a response: it being in everyone's interest to have well trained teachers

to protect the integrity of the exam; without the training the quality would decline with the risk of Cambridge (UCLES) not wishing to continue to support the exam; schools cannot be coerced to join but there is strong moral pressure which increase with the increase in members; there are only two non-member school (other than the new ones which have not yet been approached); ASIBA helps to bridge the cultural gap between the French state institution and Cambridge (effectively a private entity).

- 5.2 Adele Mosonyi raised a question on the need to fund Mme. Kamoun's trip, the reasons were explained (as referred to in the Board minutes of the meeting of 24 November 2005) the offer had been made, it is important to foster good relations between the Education Nationale and Cambridge and the funding should be seen as being a strategic investment. PSL said that there were new people in charge at Cambridge and so it was important to have Mme Kamoun personally in contact with them.
- 5.3 PW mentioned that his association had some unused funds from a theatrical production which he might be able to donate to ASIBA, he would revert after seeking approval.
- 5.4 Arnold Delaney suggested that it would be in ASIBA's interests that Mme. Kamoun be accompanied by someone representing ASIBA. The view of the meeting was that this might be a good idea but that it was a question of funding. Peter Woodburn indicated his willingness to accept this role if he could get the expenses covered by his association and believed that he could organise a high table meal at one of the University colleges. The date of the visit to Cambridge is not yet fixed but likely to be in February or March.
- 5.5 Les Albiston raised the issue of fundraising / sponsorship in order to give ASIBA a reserve of funds, the needs being very small in corporate sponsorship terms. DG explained the historical attempts of trying to develop a fundraising activity which had not been successful for reasons of lack of time / necessary skills / economic situation and competition with the schools other fundraising activities; PW explained his experience of seeking a donation from a corporate sponsor which had not been fruitful. LA confirmed that he would see if he could get any funding from potential sponsors in Toulouse; it was proposed that if LA did a cover letter to a potential sponsor then it could be used as a model for anyone else who could pursue this quest for funds.

## **6. Subscription Fees**

- 6.1 Donna Philip reminded the meeting of the proposal as to the increase in fees, namely: an increase in the present fixed annual rate from 85€ to 100€ for each member and an additional fee element, based on the number of OIB candidates of the school in the preceding year, of €25 for 1-20 candidates, €40 for 21 – 40 candidates and €60 for 41 candidates or more, payable only by the school member (or if none, or if the association and school member so agree, by the parents' association member).
- 6.2 This proposal was put to the vote and was passed unanimously.
- 6.3 DG confirmed that he would prepare the requests for the annual subscription fees and the application forms to potential new members on this basis.

**7. Election of Board of Directors**

7.1 The meeting was reminded that the mandate of all current Directors expired at this General Meeting but that all were entitled to stand for re-election.

7.2 All the current Directors present who are active members namely:

David Gage  
Kathleen Gray  
Ivan Karaïvanov  
Glenys Kennedy  
Donna Philip  
Paddy Salmon  
Philip Shaw-Latimer  
Peter Woodburn

agreed to stand for re-election and were unanimously re-elected to serve for a further term expiring at the AGM in 2007. KG explained that her son would normally be finishing his studies in the summer and she would then probably be stepping down but would be grooming a successor.

7.3 The President reminded the Directors that a Board meeting was to be held immediately following this General Meeting to elect the officers for the coming year, namely the President, Vice-President, Treasurer and General Secretary.

**8. Any Other Business**

8.1 Peter Woodburn informed the meeting of his contacts with Kings College Cambridge as regards its wish to increase their intake of European students.

8.2 Kathleen Gray raised the issue of the recognition and awareness of the OIB and its grading at UK, Canadian (McGill) and other universities. PW / Paddy Salmon felt that the information is there but needs to be brought to the attention of the University entrance officers concerned, in particular in the covering letter. PW confirmed that the OIB is referred to on the McGill website and that the OIB is included in the International Qualifications Handbook which can be found on the UCAS website.

8.3 Les Albiston raised the question of schools not offering the OIB becoming associate members and attending the teacher training sessions (for cultural awareness development). DG confirmed that this was possible according to the articles of association. It was felt that the training sessions were probably too specific to be of great use to teachers outside the OIB system.

There being no other business, the President closed the meeting at 12:50.

*Signed*

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**Donna Philip, President**

*Signed*

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**David Gage, Secretary**