



ASIBA

Association des Sections Internationales
Britanniques et Anglophones

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 Annual Ordinary and Extraordinary General Meeting of 23 May 2013 *Procès-verbal de l'Assemblée Générale Ordinaire et Extraordinaire* *du 23 mai 2013*

DATE: 23 May 2013 at 2 p.m.

PLACE: Collège de Sèvres, Room U100, 1 parvis Charles de Gaulle, 92310 Sèvres.

PRESENT:

	Full name of members present or represented <i>Noms, prénoms des membres présents ou représentés</i>	Full name of the proxy or authorised representative <i>Noms, prénoms des mandataires ou représentants</i>
1.	APESA (Association des Parents d'Elèves de la Section Anglophone) du Lycée Honoré de Balzac	Derek Erb
2.	Lycée français Jean Monnet Bruxelles	Olive Williams represented by James Cathcart
3.	Lycée Franco-allemand, Buc	Siobhan Rostaing represented by Shaun Corrigan
4.	Parents de la Section Anglophone de Buc (PSAB)	Michael Segalla represented by David Gage
5.	APARC, Jean Rostand, Chantilly	Rosalind Coleman and Astrid Trowbridge

6.	Lycée Victor Hugo, Colomiers	Les Albiston represented by David Gage
7.	ADSIB, Charles de Gaulle, Dijon	Muriel Descubes
8.	Section Anglophone, EAB Étoile	Ivan Karaïvanov
9.	Section Anglophone, EAB Étoile	Isabelle Pesquie-Geday represented by Ivan Karaïvanov
10.	English National Programme, Ferney-Voltaire	Peter Woodburn
11.	Association ALA-ELP (Ferney-Voltaire)	Julie Badoche represented by Peter Woodburn
12.	Section Anglophone du Collège International, Fontainebleau	Shaun Corrigan
13.	APE de la Section Anglophone du Collège International, Fontainebleau	Susan Walker
14.	International Section La Celle St. Cloud	Ann Boylan & Niki Scison
15.	Section Anglophone Cité Scolaire Internationale de Lyon	Rob Miller
16.	APESA Section Anglophone Cité Scolaire Internationale de Lyon	Nathalie Perrin represented by Rob Miller
17.	Notre-Dame St-Sigisbert, Nancy	Denis Laroque represented by David Gage
18.	Orleans , Jean Zay	Monique Rey & Nicola Tavernier
19.	SIS, Collège de Sèvres (Département Anglophone)	Betty Lau
20.	SIS, Collège de Sèvres (Département Anglophone) (Parents)	Christopher Spencer represented by Betty Lau
21.	British Section, Lycée International, St. Germain en Laye	James Cathcart
22.	APE de la Section Britannique du Lycée International, St. Germain en Laye (Parents)	David Gage

MEETING

The agenda was taken as read.

1. President's Report - introduction

- 1.1 The President, James Cathcart, welcomed the members attending, and gave a summary of the activities of ASIBA and the important role it plays in relation to the British OIB. He mentioned notably the funding of the bi-annual visits of the Cambridge (Cambridge International Examinations or "CIE") Language/Literature and History/Geography inspectors who provide essential teacher-examiner training sessions, which are fundamental to maintain standards and consistency in examining.
- 1.2 He referred to the good relations developed by ASIBA with CIE over the years, noting that one of the long-standing inspectors is likely to be retiring in the not-too-distant future and that ASIBA will have a role to play in a smooth transition to the new inspector.

2. Reorganisation and Funding

- 2.1 Referring to the structure of ASIBA the President noted the responsibility of the Board of ASIBA for strategic direction but also the integral roles played by the members of the OIB Schools Group / Heads of Section and the Subject Meetings (Language/Literature and History/Geography) which are currently outside the structure of ASIBA.
- 2.2 The President explained that due to the rapid growth of the British OIB (increasing number of schools and student numbers) a reorganisation of ASIBA was needed, to meet the challenges, including to improve internal (schools) and external (MEN, CIE) communications and to have an organisational structure adapted to the needs and realities. There are also issues of funding and finances, such as the costs of Assistant Moderators, who are needed to meet the challenges arising from the significantly increased number of students, but whose costs are currently borne by only part of the OIB community (the school employer).
- 2.3 The President made reference to the OIB Brochure produced on behalf of ASIBA and which has been endorsed by CIE. ASIBA will continue to use its good offices to seek the formal approval of MEN and its consent for the addition of its logo on the brochure.
- 2.4 There are many costs associated with the running of the OIB which are not covered either by CIE (which is a not-for-profit organisation and for whom the OIB is a niche, small-market loss-making examination) or the French authorities. ASIBA already bears the costs of the CIE inspectors' training visits. There are a number of other costs which should be covered by the whole OIB community including notably the overall administrative organisation of the OIB examinations. This administrative work carried out by the OIB Administrative Coordinator has increased significantly over the years and is currently provided at the entire cost of one parents' association. Other costs include website development, assistant moderators costs, shortfall in examiners

reimbursement of travel and accommodation expenses. There is a material risk that teacher-examiners will refuse to provide their services if there is no assurance that their expenses will be reimbursed, thus making the organisation of the exams extremely difficult (if not impossible) and unfairly placing the burden on the goodwill of certain schools and teachers.

3. Current Projects and Future Developments

- 3.1 Website - ASIBA wishes to develop the website to its full potential with dedicated resources to assist new schools and new teachers, for university entrance, curriculum and other educational materials, alumni links.
- 3.2 Professional Development is another area where ASIBA would like to become active.
- 3.3 ICSE Associate Agreement – ASIBA is negotiating an Associate Agreement with CIE which would enable ASIBA to be the Associate for IGCSE exams in France. As a CIE Associate ASIBA could permit schools to offer the exams (English language, Literature and History) and register students under the umbrella of ASIBA at a lesser cost than the current €1,600 registration fee, which is a deterrent for some schools. ASIBA wishes to encourage the taking of the IGCSEs as it is of great benefit to OIB students to have first-hand experience in preparing for and sitting a CIE examination.
- 3.4 The President was exploring the possibility of an agreement with ISCO in respect of its Futurewise study / career orientation programme with a view to offering ASIBA members a favourable rate.
- 3.5 ASIBA also continues to develop its relationship with DEGESCO and other French educational organs with the objective of ASIBA being recognised as having a valuable consultative role in the decision-making process. The Academic Steering Group (Schools Chair, Vice-President and the Subject Leaders) have endeavoured to continue the previous good work of Philip Shaw-Latimer in developing relations with the French authorities and facilitating communications between them and CIE. ASIBA is currently assisting on the proposed establishment of a formal agreement between the MEN and CIE.
- 3.6 The Academic Steering Group / ASIBA has also worked with the DEGESCO on a national British OIB Collège curriculum for English Literature which is close to finalisation. It is hoped that the text will become definitive and will be published before the return to school in September. The aims of the Academic Steering Group for the current year include supporting the Memorandum of Understanding process between CIE and MEN, investigating distance oral examining for overseas centres (Singapore and Athens) and enhancing ASIBA's role as regards decisions on potential new OIB sections.

4. Treasurer's Report

The Treasurer, Shaun Corrigan, presented the accounts summary for 2011-12 and budget for the current year 2012-13 and the meeting unanimously approved the accounts and budget.

5. Adoption of New Articles of Association

- 5.1 The General Secretary, David Gage, presented to the members the main proposed changes to the Articles which were presented on screen with the changed shown in red.
- 5.2 The Secretary explained the nature of the changes and referred to the following key aspects:
- Definitions section drafted - to ensure consistency of terminology used, 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
- 5.3 Some discussion took place and then the new Articles were put to the vote.
- 5.4 The General Meeting resolved to amend the Articles of Association in accordance with the revised version presented to members. This resolution was passed unanimously.
- 5.5 All needed powers were given to the President and the General Secretary to attend to all the formalities required by law, the provisions of the Articles and regulations. This resolution was passed unanimously.

6. New Logo

The proposed new ASIBA logo



developed through the a process initiated and managed by Derek Erb (Balzac), and already approved by the Board, was presented to the meeting and was formally adopted by a unanimous vote. The meeting thanked Derek for this work on this project.

7. Role of ASIBA related to IGCSE exams

[This Agenda item had been dealt by the President]

8. Increase in initial membership fee and annual subscription fees for 2013-14

- 8.1 The Secretary presented the Board's proposal for a fixed basic annual subscription fee of €250 per establishment, covering membership of the school/section and the parents' association, and an additional per capita sum of between €5-€20 per student in 1ère and Terminale.
- 8.2 Considerable discussion took place on the reasons for the proposed change (notably to share the costs of running the OIB more fairly amongst all schools / families) and the ability or not of schools / APEs to meet the higher costs of membership.
- 8.3 Finally, there being a lack of clear consensus the President put to the meeting the proposal that the annual subscription fee be changed to:
- a fixed obligatory €250 per establishment, covering membership of the school/section and the parents' association, each having one vote at General Meetings; and
 - an optional, but encouraged, supplementary fee of either €5, €10 or €20 (at the members discretion) per student in 1ère and Terminale.

This proposal was unanimously approved by the meeting.

9. Election of Board of Directors

- 9.1 The meeting was reminded that the mandate of all current Directors expires at this Annual General Meeting but that all were entitled to stand for re-election.
- 9.2 All the Directors present, other than Ivan Karaïvanov (EAB Étoile) and Derek Erb (Balzac) who were not standing for re-election, having indicated that they wished to stand for re-election, were unanimously re-elected to serve for a term expiring at the AGM to be held in 2014. Nick Baker was automatically designated as a Director as he holds an ex officio place under the new Articles as the Subject Leader for English Language/Literature.
- 9.3 Therefore the meeting approved the full list of Directors as being:
1. Nick Baker (St. Germain) (Subject Leader L/L)
 2. James Cathcart (St. Germain)
 3. Shaun Corrigan (Fontainebleau)
 4. David Gage (St. Germain parents)
 5. Betty Lau (Sèvres)
 6. Rob Miller (Lyon) (Subject Leader H/G)
 7. Michael Segalla (PSAB, Buc)
 8. Peter Woodburn (Ferney-Voltaire) (Coordinator of the Academic Steering Group)
- 9.4 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, Associate President (ex officio), Vice-President, Treasurer and General Secretary.

10. AOB

- 10.1 A discussion took place on the standing of the OIB with British Universities. It is well recognised by a number of UK universities but as university admissions officers change there can be a need for on-going active communications.
- 10.2 The President, on behalf of the Board and the members present, thanked Ivan Karaivanov (EAB Étoile) and Derek Erb (Balzac) for all their work on behalf of ASIBA over many years, including devoted service by Ivan as Treasurer and Derek's work developing and managing the website (which he will continue to do until a handover can be arranged).

There being no other business, the President closed the meeting at 5:00 p.m.

Signed

James Cathcart, President

Signed

David Gage, Secretary