



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

Reference no. / *No. de référence*: **W922003590**

Registered address / *Siège social*: **Section Britannique, Lycée International,
2bis rue du Fer à Cheval, 78101 St. Germain-en-Laye**

Minutes of the Annual Ordinary General Meeting of 30th January 2015 Procès-verbal de l'Assemblée Générale Ordinaire du 30 janvier 2015

DATE: 30th January 2015 at 2 p.m.

PLACE: Salle de Conseils, Cité Scolaire Internationale, 2 place de Montréal, Lyon

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.	Aix Lycée Georges Duby AGESSIA	Sharon Miron
2.	Bordeaux Ste Clotilde APE	Cynthia Tournier
3.	Buc Lycée franco-allemand Parents de la Section Anglophone de Buc (PSAB)	Jeff Chahda
4.	Colomiers Lycée Victor Hugo English 31	Les Albiston
5.	Dijon Lycée Charles de Gaulle ADSIB	Bertrand Larique

6.	Ferney-Voltaire English National Programme ALA-ELP	Peter Woodburn Annie Merat
7.	Fontainebleau Lycée Francois 1 ^{er} , College International APE Section Anglophone	Shaun Corrigan
8.	Grenoble, CSI Umbrella English Section	Emmanuelle Saulnier-Depierre
9.	Le Havre Lycée Privé Saint Joseph APE	Guillaume Demeillers represented by Garry Headland
10.	Lille Lycée International Montebello GPS IBL	Olive Kavanagh
11.	Limoges Lycée Auguste Renoir APE	Romain Couty
12.	Lyon Section Anglophone CSI APESA	Rob Miller Nathalie Perrin
13.	Marseille Lycee St. Charles APE	Laure Choffrut-Marin
14.	Massillon, Paris Lycée Massillon APE	Seadna O'Maoldomnhaigh
15.	Rennes Lycée Victor & Hélène Basch APE	Kevin Owen
16.	Rouen Lycée G. Flaubert APESIB	Geneviève Donnelly
17.	Sèvres SIS, Collège de (Dépt Anglophone) APE	Betty Lau
18.	St. Germain en Laye Lycée International, British Section APE Section Britannique du LI	James Cathcart David Gage

19.	Versailles Lycée Notre Dame du Grandchamp APEL Notre Dame	Odile Le Marois
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MEETING

The agenda was taken as read. 19 school sites were represented, no particular quorum is need for an AGM under the Articles.

1. President's Report

- 1.1 The President, James Cathcart (JC), opened the meeting at 2 p.m. and presented his report.
- 1.2 JC reminded the members of the organisational structure of ASIBA adopted at the 2013 AGM and presented slides indicating the roles of the Board, Academic Steering Group and Schools' Forum. ASIBA's role has been enhanced by Cambridge International Examination (CIE) recognising it as CIE's official interlocutor for the OIB, namely for coordination, organisation of training and liaison on the development of the OIB. It is hoped that the MEN will also give this recognition in the context of the proposed Memorandum of Understanding with CIE which is under discussion and which will seek to define formally the role of CIE within the French framework. Following recent meetings with the DGESCO and the DREIC and the recent validation of the concept of an MOU by the Programme Board of CIE, CIE and ASIBA will be working on a first draft of the proposed MOU in the coming weeks.
- 1.3 The President explained that ASIBA is unable to up-date the website content at present as the parent who had previously assured this has been unavailable. The Board are actively obtaining quotes to construct a new interactive website using a platform which can be easily managed and up-dated by non-professionals. The new site would have members' pages, diary and links to existing wikis (examining officers, heads of sections etc.)
- 1.4 An official text is about to be published defining the lycée-level Language/Literature programme which will lead to a formal national lycée L/L curriculum being established. Nick Baker and Adrian Barlow of CIE have led this project with contributions from the teaching community.
- 1.5 Projects / goals for the current year include:
 - national programme for L/L for the lycée cycle
 - *dématérialisation* for overseas centres: on-line marking and hybrid physical / remote orals
 - *note de service* relating to H/G orals and *rattrapage* exams
 - the MOU between MEN and CIE
 - development of the number of schools entering students for IGCSEs pursuant to the Associate Agreement with CIE
 - working towards a sustainable OIB

2. Treasurer's Report

- 2.1 The Treasurer, Shaun Corrigan (SC), circulated the accounts for 2013-14 and the proposed budget for the current year. He referred to ASIBA being in a transitional phase as it seeks to bear more of the costs connected with the OIB while obtaining a fair contribution from all members of the OIB community.
- 2.2 SC went through the accounts and explained the main items of expenditure notably the costs of the CIE inspectors to travel to France for the teacher-examiner training sessions. There had been some exceptional costs as the L/L inspector, Adrian Barlow, is retiring and has been working in tandem with his replacement during the hand-over phase, incurring additional expenses in respect of the new inspector, Cecilia Donovan. In addition due to the significant increase in the number of OIB schools the H/G inspector Clare Sladden has been assisted in some parts of her work by a colleague, Robert Walker.
- 2.3 On the income side memberships fees have been the only source of income but this year some income (around €4,000) will be generated by the CIE Associate Agreement (IGCSEs). The increased income, generated following the introduction of the optional per head fee, has been off-set by ASIBA bearing increased costs. By the Year End, 68% of the 45 British OIB schools had paid fees, which amounted to €9,120. Both the changed fee structure and a continuing growing number of British OIB schools accounted for a 77% growth in revenue (€5,140 in 2012-13). However the increase in revenue was offset by the aforementioned rise in expenditure which rose from €4,391 (2012-13) to €7,082.
- 2.4 ASIBA is in a time of transition where its role is having to expand in order to support the OIB and its community by sharing costs fairly. A new budget model is being presented for the financial year 2015-16 and beyond. ASIBA will take on the partial reimbursement of examiners' expenses for which €4,000 has been earmarked, to be distributed proportionally.
- 2.5 The Treasurer ran through the Balance Sheet, noting the credit balances on the current and savings account.

3. President – Towards a Sustainable OIB

- 3.1 The President gave a brief overview of the economic foundations of the British OIB indicating that costs are borne by the MEN, CIE, ASIBA, Schools / Parents' Associations, Parents and even Teacher-Examiners (unrecovered expenses). He pointed out that the OIB Administrative Coordinator devotes at least half her time on the administration of the OIB but her salary costs are currently borne solely by one parents' association.
- 3.2 JC outlined the problem related to oral examiner expenses which are incurred in June/July and only partially reimbursed by the authorities in September-April. The serious consequence of examiners not being fully reimbursed is that examiners are reluctant to travel, potential examiners are unwilling to take on the role, the deployment matrix is becoming increasingly complex each year and immense strain is being placed on the whole system – in the context of increasing numbers of schools

and candidates. The fee-paying sections are bearing the brunt of this situation through the goodwill of teachers and the financial support from the parents' associations.

- 3.3 The President stated that for the foreseeable future the state is unlikely to increase reimbursements for the OIB (which is something of an anomaly in the system) and the Board considers that ASIBA should subsidise the examiners expenses in the interests of the OIB and the whole community. Accordingly the Board is proposing a revised per student membership fee structure.
- 3.4 JC presented the 3 Proposals, being 2 Proposals (within the Board's management powers) already approved by the Board subject to the AGM approving the Proposal 3: the proposed change in the membership fees.
- 3.5 Proposal 1: ASIBA to set aside a sum to reimburse the difference between examiners' reasonable expenses and the reimbursement by the state, to be open initially to the *Education Nationale* teachers only (including "*sous contrat*"), reimbursement to be proportional in case of demand over the earmarked amount and a cap on maximum spending on meals and accommodation. Review to take place for 2015-16 with a view to expanding to other teachers and perhaps covering examiner on-site lunches (identified as a way to reduce examiner expenses). It is a requirement of CIE to protect the integrity of the exam that two examiners are used.
- 3.6 Proposal 2: for 2015-16 examination centres to remove any fees charged to visiting candidates and ASIBA to subsidise the non-recoverable costs; ASIBA also to cover administrative assistance supporting the national organisation of the exam.
- 3.7 Proposal 3: Change to annual subscription rates to €10 per OIB *Terminale* student, subject to a minimum subscription of €250.
- 3.8 Some discussion took place around the issues: parents in some schools are unwilling to pay; good communications will be needed; raising funds from sponsorship / gifts (ASIBA will apply for recognition as an *association d'intérêt général*);

4. Annual Subscription Fees

- 4.1 The Secretary reiterated that the proposed change to annual subscription rates is with the objective of moving towards the whole OIB community bearing the true OIB operating costs fairly.
- 4.2 The Secretary presented the proposed change to annual subscription fee: a fee equal to €10 per OIB *Terminale* student, subject to a minimum subscription of €250 per school site (i.e. 25 students or less = €250, 26 students = €260).
- 4.3 This proposal was unanimously approved by the meeting.

5. Budget and Approval of Accounts

- 5.1 The Treasurer presented the budget for 2014-15.

5.2 The Secretary invited the meeting to approve the accounts for the accounting year 2013-14 and they were unanimously approved by the members.

6. Election of Directors

6.1 The Secretary reminded members that there are 4 *ex officio* Directors, holding office by virtue of their position on the Academic Steering Group or as a Subject Leader accordingly the following persons are automatically Directors:

1. Peter Woodburn, (Ferney-Voltaire) Coordinator, Academic Steering Group
2. James Cathcart (St. Germain) Deputy Coordinator, Academic Steering Group
3. Nick Baker (St. Germain) Subject Leader English Language & Literature
4. Rob Miller (Lyon) Subject Leader History-Geography

6.2 The Secretary indicated the names of the current Directors whose term of office expires at the end of this Annual General Meeting all of whom were willing to stand for re-election: Aviva Brooks, Shaun Corrigan, David Gage and Betty Lau.

6.3 The Secretary asked if anyone present wished to stand for election as a Director - none did.

6.4 The following were unanimously re-elected as Directors by the members to serve for a term expiring at the Annual General Meeting to be held in 2016:

5. Aviva Brooks (Balzac, parent)
6. Shaun Corrigan (Fontainebleau)
7. David Gage (St. Germain, parent)
8. Betty Lau (Sèvres)

6.5 The President reminded the Directors that a Board meeting was to be held immediately following this General Meeting to elect the following officers for the coming year: the President, Vice-President, Treasurer and General Secretary; the office of Associate President being an *ex officio* role (held by the Coordinator of the Academic Steering Group).

7. Any Other Business

7.1 Question from Genevieve Connolly as to how schools apply to become international sections offering the OIB. JC gave some information on the process, application form and supporting documents (including teachers' CVs), consultation of CIE (which involves ASIBA in reviewing and advising) and decision by a MEN Commission which takes into account matters such as demographics, demand and the ability of the school to deliver the programme.

7.2 Question as to whether ASIBA membership is obligatory – the answer being no, the only obligation being a moral one to support the OIB and share in the costs currently being borne in an inequitable manner. The President underlined that ASIBA is a

professional organisation, not a “lobbying” body, although clearly it seeks to influence decisions affecting the OIB where appropriate and on behalf of CIE, giving as an example its influence in maintaining the 6 question format in the H/G exam as against a proposal to reduce to 3 questions. Rob Miller reminded members that ASIBA had been created to save the British OIB at a time when it was feared CIE might withdraw, its role having then evolved into one of ensuring the continuing quality and integrity of the OIB.

There being no other business, the President closed the meeting at 3:45 p.m.

Signed

James Cathcart, President

Signed

David Gage, Secretary