



**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: 1st February 2010

PLACE: Lycée de Sèvres

PRESENT

1. Paddy Salmon (Sèvres), President
2. Derek Erb (Balzac parents)
3. David Gage (St. Germain parents), General Secretary
4. Ivan Karaïvanov (EAB Étoile)
5. Anne Sargeant (Buc parents)
6. Peter Woodburn, (Ferney-Voltaire)

IN ATTENDANCE

Anne Potonnier (Chef de Section, Sèvres)

ABSENT excused:

7. Philip Shaw-Latimer (St. Germain), Treasurer
8. Glenys Kennedy (Fontainebleau)
9. John Cadden (Lyon), Vice President

MEETING

The President opened the meeting at 10:10

1. Anniversary event

- 1.1 Anne Potonnier, *Chef de Section* of Sèvres, welcomed the participants to the *Lycée de Sèvres* and gave the meeting an up-date on preparations for *the 3ème Congrès de la FDEI (Fondation du Développement de l'Education Internationale)* which will take place on 14th and 15th October 2010 and is being organised with the full support of the Mayor of Sèvres and the regional authority. This event will celebrate the 50th anniversary of the *Lycée de Sèvres* and the 25th anniversary of the OIB. The President of the FDEI, Francois-Xavier d'Aligny, is actively working on securing the presence of a keynote speaker from the political world.
- 1.2 It is envisaged that there will be full sessions, smaller workshops / meetings as well as a social event in the evening and it is hoped that ASIBA can participate in some way, perhaps with a presentation of ASIBA's activities and achievements aimed at representatives of other international sections (**action point: PS to contact Chris Spencer, President of the Parents Association, Sèvres**).

2. Membership renewals

- 2.1 The Secretary reported on the current position on renewals: members from 5 schools sites (8 members in all) have not yet renewed, of which 2 are assumed to be mere oversights, 2 are normally in the process of payment and the remaining 4 (3 school sites) will be reminded (**action point: Secretary**).
- 2.2 There are 4 potential new members who have been invited to join but no payments received as yet. These will be followed up on as needed.

3. Finances

- 3.1 The Secretary passed on the details provided by the Treasurer (assisted by Evelyne Berger) namely a current account balance of €3,737 and a balance of €4,493 on the Livret A.
- 3.2 The Board considered whether any increase in subscriptions was necessary and came to the view that funds are adequate for the coming year as ASIBA has no employees and is not required to maintain any particular level of reserves.
- 3.3 It was agreed that a formal up-dated budget should be prepared in advance of the AGM including an estimate of the website translation cost (**action point: Secretary / Treasurer**).

4. Handbook

- 4.1 The 2010 edition of the Handbook is being edited and should be finalised by the end of the month. The section on geography and history is being revised by Clare Sladden

of Cambridge (UCLES) which kindly bore the cost of this extra work. Natasha Sowade of Cambridge is also reviewing.

- 4.2 As soon as the revised 2010 Handbook in English is ready then the up-dating of the French version will be organised and funded by ASIBA through the services of Joel Tarel, who has again generously offered a preferential rate to ASIBA. It was agreed that the same ASIBA representative should be the point of contact for the translation of the Handbook and the website (**action point: Secretary / Glenys Kennedy**).
- 4.3 Derek Erb mentioned that the Handbook is the most downloaded document on the website and notably the ratio is 60% downloaded in French and 40% in English, underlining the importance of ASIBA's initiative in this respect.

5. Website

- 5.1 Derek Erb reported back on the latest stage of the web site and a discussion took place on proposed and further planned and possible developments and timing. Paddy Salmon mentioned the possibility of teachers sharing teaching resources such as lesson outlines and texts being used.
- 5.2 The Board approved the new site for release. Some adjustments will be made to the "why join" section (**action point: PS and PW**) and some changes may be made when the feedback from Cambridge is received. PW agreed to provide some wording explaining that the OIB is not the IB (and what the IB is) (**action point: PW**).
- 5.3 Derek Erb suggested that the addition of discussion groups on the website would be very desirable to give members a direct method of raising issues and communicating. It might be appropriate to have some groups open only to school representatives and others to parents (**action point: DE**, when time so allows). This creates significantly more work for Derek but he is keen on the concept.
- 5.4 The Board also supported the idea of an activities section on the website so that members (in particular more recent members) can see what other member schools are doing in terms of extra curricular activities, such as cultural trips, events, presentations and so on. This could initially be done manually by members submitting a pdf or Word document which could be cut and pasted. Subsequently it could be made possible for members to use a password protected system to upload information directly.
- 5.5 Derek will also work on a recent events / forthcoming events / news section on the home page, which would be up-dated regularly. Suggestions for graphics / images / new logo and so on will follow in due course.
- 5.6 Derek Erb agreed to request a rough estimate of fees from the translator, Joel Tarel, for the translation of the new website into French (**action point: DE**) which could hopefully start in March perhaps after the AGM. The Board approved the goal of releasing of the French version of the site at the beginning of September.
- 5.7 The Board thanked Derek again for his sterling work.

6. **AGM**

It was noted that the AGM would be held on 15th March 2010 at Sèvres from 10 a.m. until 12 noon. The Secretary will prepare and circulate a draft agenda (**action point: DG**).

7. **Costs of OIB**

Peter Woodburn agreed to follow up with Philip Shaw-Latimer on the subjects raised at the last meeting as regards the cost borne by the schools in connection with running the OIB (**action point: PW / PSL**).

The meeting closed at 12:15 with thanks to Paddy Salmon for hosting the meeting and to all who came.

Paddy Salmon, President

David Gage, General Secretary