



**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: 20th September 2010

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

PRESENT

1. Paddy Salmon (Sèvres), President
2. Philip Shaw-Latimer, (St. Germain-en-Laye), Treasurer
3. David Gage (St. Germain parents), General Secretary
4. Derek Erb (Balzac parents)
5. Ivan Karaïvanov (EAB Étoile)
6. Glenys Kennedy (Fontainebleau)

ABSENT EXCUSED

John Cadden (Lyon), Vice President
Peter Woodburn, (Ferney-Voltaire)

IN ATTENDANCE

Anne Potonnier (Chef de Section, Sèvres)
James Cathcart (St. Germain-en-Laye)

PRE-MEETING

Mme. Floc'h, Proviseur, welcomed the participants to the Collège de Sèvres.

MEETING

The President opened the meeting at 10:00. The meeting was informed that both Peter Woodburn and John Cadden were unable to attend due to injury, the meeting wished them both a speedy recovery.

1. Anniversary event

- 1.1 Anne Potonnier, *Chef de Section* of Sèvres, 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. She reported that so far over 200 people had registered to attend.
- 1.2 It was confirmed that ASIBA has been allocated a spot of about 20 minutes to make a presentation of its activities, after discussion it was agreed that the President, Paddy Salmon, would be the appropriate person to make the presentation. He advised that Adrian Barlow of CIE would be willing to give a short speech in French. The meeting felt that two speakers in ASIBA's 20 minute slot would be appropriate.
- 1.3 The President said that he would like to underline in the presentation the vital role played by ASIBA in enabling the bi-annual visits of the Cambridge Board inspectors to take place, which are essential to maintain Cambridge's support and validation. He also wished to draw attention to the time and effort devoted to the OIB by a number of the established sections / schools and to express the desire for others to take a more active role. It was acknowledged however that fee paying sections / schools have more flexibility as regards the availability of staff and resulting costs.
- 1.4 During discussions it was suggested that the presentation should stress that the British version of the OIB required significantly more co-ordination and harmonisation due to the number of students and number of sites in France.

Anne Potonnier left the meeting.

2. Minutes of last Meeting

The Minutes of the last meeting were approved and signed.

3. Cambridge Inspectors' fees

- 3.1 The meeting was reminded that it had been agreed that the fees paid to the inspectors of University of Cambridge International Examinations (one of the three major exam boards of UCLES [University of Cambridge Local Examinations Syndicate] which also operates under the brand name Cambridge Assessment) for the bi-annual teacher-examiner training visits would be reviewed once per year and that the fees had not been increased since 2008.
- 3.2 It was unanimously agreed, in recognition of the excellent work and vital role the inspectors of University of Cambridge International Examinations (CIE) play, to increase the fees by 10% with effect from the beginning of the current academic year.

4. New OIB Schools

- 4.1 Derek Erb (Balzac parents) gave the meeting an up-date on the launch of a new Anglophone international section at the Camille Sée college in the 15th arrondissement of Paris created on the initiative of the *Rectorat*. Applicants may not now apply specifically to either Balzac or Camille Sée and the *Rectorat* determines which students are allocated to which school – many parents have been unhappy with this and the results of the selection process. Two international section teachers (not English

mother tongue) were assigned during the summer and they have been working with the Balzac teachers to familiarise themselves with the requirements.

4.2 Camille Sée has only 6ème students this year and the current intention is for lycée level students (2ème) to be accepted in 3 years' time. The *Rectorat* and the DREIC are actively involved in the entrance testing. The representatives of Balzac are now due to have a meeting with the DREIC in late September (previous planned meetings having been postponed).

4.3 Camille Sée is aware of ASIBA and its website and has been given a copy of the Handbook. The meeting agreed that ASIBA was ready to assist as and when so requested.

5. Membership

5.1 The General Secretary reported that, with one exception (hopefully an oversight) all establishments (section / school and/or parents association) renewed their membership of ASIBA last year and that renewal requests for this year will be sent out in the near future.

5.2 The lycée Notre-Dame Saint-Sigisbert in Nancy has now joined ASIBA and the lycée Gustave Flaubert in Rouen has requested an application form and invoice, which have now been sent.

6. Next Board Meetings

Further Board meetings were planned for 29th November, 28th March and 23rd May all to be held in Sèvres and all being on a Monday starting at 10 a.m..

7. Website

7.1 The website translation has just been completed by Joel Tarel and sent to Derek Erb who will review and work on the technical side. Board members were invited to visit the working version to review and make comments.

7.2 There had been a misunderstanding on the translation of the up-dated version of the Handbook and therefore some delays had occurred, but it is now in hand. The procedure will be improved next year with a red-line version of the revised English version being sent promptly to the translator as soon as it is completed.

8. OIB Information Brochure

8.1 Philip Shaw-Latimer referred to the draft new information brochure on the OIB (British version), aimed at university admissions officers, which had already been circulated to Board members. The document was in the process of being given a final review by Cambridge Assessment and once so approved it will bear the logo of University of Cambridge International Examinations (CIE) and that of ASIBA (as already approved by the Board via email). It is possible that at a later stage the Ministry of Education (MEN) would also agree to add their logo.

8.2 Once approved by CIE the brochure will be added to the ASIBA website and members informed of its existence.

- 8.3 A discussion took place on changing the current ASIBA logo but it was acknowledged that there was not sufficient time to change it in the context of the brochure. Derek Erb agreed to produce some possible new logos when time so permits.
- 8.4 The Board also noted another document circulated by Peter Woodburn which is a brief introduction to the OIB aimed at parents and others unfamiliar with the basics of the exam. This document will be translated into French.

9. Directors and Officers

- 9.1 On the proposition of the General Secretary, James Cathcart (who will succeed Philip Shaw-Latimer as the Director of the British Section at the Lycée International St. Germain-en-Laye on 1st October 2010) and Shaun Corrigan (who succeeded Glenys Kennedy as the Head of Section in Fontainebleau on 1st September 2010) were unanimously elected as Directors of ASIBA with immediate effect, in accordance with the Board's powers under clause 11 of the Articles of Association.
- 9.2 Glenys Kennedy tendered her resignation with effect from the end of the meeting expressing how much she had enjoyed her involvement with ASIBA over the years. Her resignation was reluctantly accepted by the Board whose members all acknowledged the active role Glenys has played in ASIBA since its creation in 2000 and thanked her profusely for her work over the last 10 years.
- 9.3 Philip Shaw-Latimer agreed to remain in office as a Director and the Treasurer until the next meeting (in November) and the members present invited Ivan Karaïvanov to consider taking over the role of Treasurer, which he has previously fulfilled with success, at that time. Ivan agreed in principle and it was approved that, with the approval of Philip Shaw-Latimer and James Cathcart, the bursar at St. Germain would continue to assist with the bookkeeping and operation of the bank account, working closely with Ivan.

10. Finances

- 10.1 The Treasurer reported that the association's current account has a credit balance of around €3,400. The expenses for the spring teacher-examiner meetings had been less than budgeted. Costs of the four teacher-examiner training sessions this academic year are estimated at €1,500 to €2,000.
- 10.2 Major pending expenses included the travel and accommodation costs (quoted at €395 by the CIEP) for the four Cambridge representatives attending the FDEI congress.

11. Any other business

The President referred the meeting to a possible marketing opportunity for ASIBA / the schools in a glossy brochure proposed to be published in conjunction with the unions of Oxford and Cambridge for distribution to Universities and embassies world-wide. The meeting did not feel that this was a suitable project for ASIBA.

There being no further business to discuss the meeting closed at 12:15

Signed

Paddy Salmon, President

Signed

David Gage, General Secretary