

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

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS PROCÈS-VERBAL DE LA RÉUNION DU CONSEIL D'ADMINISTRATION

DATE: Friday, 15th December 2017

PLACE: By online conference call (via GoTo).

PRESENT

1. James Cathcart (St. Germain), President
2. Shaun Corrigan (Fontainebleau), Treasurer
3. Nick Baker (St. Germain), Subject Leader English
4. Betty Lau (Sèvres)
5. David Gage (St. Germain parents), General Secretary

ABSENT EXCUSED

6. Lilli Parrott (Balzac parents)
7. Rob Miller (Lyon), Vice President, Subject Leader History-Geography
8. Peter Woodburn, (Ferney-Voltaire), Associate President

MEETING

The meeting started at 14:00.

1. Website

- 1.1 The president@ and treasurer@ email addresses are being reactivated with an automatic forwarding to the incumbent's normal email address. Secretary@ and contact@ (which goes to Catherin Sagne, OIB Coordinator) are already active.
- 1.2 Website access and editing will be looked at when Board members meet at the Schools' Forum in January. Editing rights have been given to appropriate community members for example to up-date the poetry competition section.
- 1.3 **Action Point:** JC and NB to liaise on the translation into French of the website to assess the work already done and obtain a quote to complete.

2. Minutes of last Board meeting

Any further comments on the draft minutes of the meeting held on 24th November to be given by Monday, in the absence of which the minutes will be signed and posted on the website.

3. Membership

3.1 DG had circulated the up-dated table showing payments received and those outstanding. The reminders issued a couple of week ago have had their effect. There remains 5 current members which have not yet settled but it is expected all of them will. DG to follow up.

3.2 BL has been in touch with one of the two non-member schools and its Provisieur is positive towards the PIB and ASIBA and the school wishes to join but needs to obtain parents' support. BL will suggest contact between the school and another state school previously in a similar position which may be able to provide useful information. ASIBA will also seek to assist by providing relevant information which could eventually be passed on to parents to solicit their support. **Action Point:** DG to review relevant past draft communications and put together a possible base document. JC suggested that such a finalised document could possibly go on the website.

4. AGM / EGM / Revisions to the Articles

There were no further comments on the draft revised Articles covering the proposed changes which will be put to the AGM/EGM in January. The proposed new subject leader title will be kept. The formal notice of AGM / EGM to be sent out to members next week.

5. Budget / Accounts

5.1 BL requested that the reimbursement table for teacher-examiner expenses produced by the Treasurer should include an appropriate breakdown, notably for two significant entries and this was agreed. **Action Point:** for SC.

5.2 The Treasurer will complete the formal accounts for the year 2016-17 and balance sheet as at 31st August 2017 next week and circulate them.

6. CIE Associate Agreement / iGCSEs

Action Point to be carried forward: the President will discuss details with the consultant and if applicable work with the Secretary on an eventual draft contract.

7. Annual Calendar of meetings

Action Point: the calendar of annual events / actions to be reviewed and completed at the Schools' Forum meeting. DG to re-circulate with a view to the Directors completing when they meet at the Schools' Forum.

8. Schools' Forum

8.1 BL reported on planning for the Schools' Forum in January and ran through the draft programme which had be circulated before the meeting. The Board decided against any sort of grand title or headline theme for the forum.

8.2 Discussion took place one the topic on the proposed programme. It has not yet been confirmed if a representative of DEGESCO / DREIC will attend and make a short presentation. **Action Point:** JC to follow up.

8.3 SC will present and chair the well-being slot discussions and the content of this segment was discussed.

- 8.4 The nature of the assessment for learning topic was discussed and will have its emphasis on how meaningful assessment is used to help the learning process. The presence of Graham Smith of EAL Academy has been confirmed. It was agreed that active participation and contribution from all attending should be requested and attendees should come prepared.
- 8.5 University entrance topic: NB cannot attend in person but would be able to attend remotely and will prepare a PowerPoint presentation. BL can share ideas about “attestations” recording for example the language level equivalence on the CEFR scale.
- 8.6 The schools’ projects slot was discussed, JC could contribute on the theme of why and how to become a UNESCO school. There could be some emphasis on promoting international activities in schools and solidarity (Room to read, Readathon etc.). Other projects to be mentioned could be a new British Council poetry competition and a “poetry by heart” project.
- 8.7 The Board recorded its thanks to BL for her work on the organisation of the Schools’ Forum.

9. On-line Meeting Platform

The GoTo platform being used for this meeting (on a trial basis) is more expensive the more “organisers” but the Board thought that just one designated organiser (the President) would be adequate provided that a calendar is maintained so that Directors can easily check when meetings have been booked.

10. Google classroom/Facebook

Action point carried forward: The review Google and Facebook classroom platforms, both of which are free of charge, needs to be re-scheduled.

11. Next Board Meeting:

Remote meeting at 2 p.m. (to 3 p.m.) on Thursday 11th January.

There being no further business to discuss the meeting closed at 15.05.

Signed

James Cathcart, President

Signed

David Gage, General Secretary