



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: Monday, 19th June 2017

PLACE: Meeting held by video conference call (via GoTo).

PRESENT

1. James Cathcart (St. Germain), President
2. Rob Miller (Lyon), Vice President, Subject Leader History-Geography
3. Shaun Corrigan (Fontainebleau), Treasurer
4. Nick Baker (St. Germain), Subject Leader English
5. David Gage (St. Germain parents), General Secretary
6. Betty Lau (Sèvres)
7. Lilli Parrott (Balzac parents)

ABSENT EXCUSED

8. Peter Woodburn, (Ferney-Voltaire), Associate President

MEETING

The President opened the meeting at 10:32 and referred to the agenda which had been circulated by email.

1. Membership 2016-17

- 1.1 David Gage (DG), the General Secretary, reminded the meeting that, of the 52 potential member establishments, 50 had settled the subscription fee for the year 2016-17. The meeting discussed the possibility of communicating with the other two schools to see if anything can be done.
- 1.2 James Cathcart (JC), the President, will pursue this with the OIB Administrative Coordinator to verify contact persons at those schools with a view to following up at the beginning of the next academic year. The Secretary will check whether either school has an active Parents' Association.

2. Website

- 2.1 The French translation of the website is still in progress and will normally be finished over the summer.
- 2.2 The website is already being used to advise the community of important dates, such as dates of training sessions, but needs to be updated regularly. Nick Baker (NB) is working with a Sèvres teacher who is helping to develop the English Language and Literature pages of the website.
- 2.3 Betty Lau (BL) raised the question of using the website for the easy exchange of documents, for example between teachers, such as a form of drop box. James Cathcart referred to the wiki used for subject information to which access is controlled. NB stressed the importance of maintaining appropriate virtual walls, as currently exist to separate the formal open part of the website and the access-controlled area used, for example, to share pedagogical materials. Rob Miller (RM) mentioned that the History-Geography teachers are already using an external platform for sharing materials. The Language-Literature team will liaise with RM to obtain details. JC underlined that it should be made clear on any such external site / platform used for document sharing that it is not an ASIBA controlled site or ASIBA validated service.

3. Board Meetings 2017-18

- 3.1 A number of Directors expressed the view that physical meetings from time to time are important. To limit travel costs it was agreed that physical meetings should be limited to one or two per year and to be timed to coincide with one or more of the Directors who are not based in the Paris region visiting for other meetings. Lilly Parrott (LP) offered to host a physical meeting in Paris 14ème if that location would be helpful.
- 3.2 Other ASIBA Board meetings would continue to be remote.
- 3.3 In view of the H-G subject meeting taking place in Sèvres on 27th-29th September it was proposed to hold a physical Board meeting on Friday 29th September at the CIEP, exact time to be confirmed.
- 3.4 JC also proposed a remote Board meeting on Tuesday 29th August at 9 a.m. and this was approved.

4. Schools' Forum and AGM 2017-18

- 4.1 BL reported that Lycée Gustave Flaubert, Rouen, is ready to host the Schools' Forum in the second half of January. After discussion, the consensus was to propose 25th-26th January (Thursday/Friday). BL will follow up.
- 4.2 JC suggested sending out the invitation and information as soon as possible in September and to coordinate this with the formal notice for the AGM with appropriate explanations and cross referencing to avoid any confusion. This to be on the agenda for the 29th August remote Board meeting.
- 4.3 RM will provide the GoTo link but ASIBA to investigate further its own subscription to GoTo or similar. JC said that such a platform might also have other practical uses for ASIBA such as on-line training and orals.

5. New Director

DG was mandated to follow up with a Reims parent who has expressed possible interest in joining the Board, notably to provide appropriate information on the role and confirm her interest, availability and profile.

6. Cambridge Associate Agreement (iGCSEs)

- 6.1 JC confirmed that 16 schools offered iGCSEs under the umbrella of ASIBA's Cambridge Associate Agreement this year, a number which has developed each year over the last 3. This may represent a plateau in terms of the resources which can currently reasonably be devoted to this activity which helps partially fund the costs of the OIB Administrative Coordinator.
- 6.2 JC has been in touch with an interested parent and has received a business case report from her on how the ASIBA Cambridge Associate role could be developed, such as with private schools and European section schools (eventually public schools but MEN approval would be needed). The parent would be looking for some sort of guaranteed remuneration for the first year or two. JC will circulate the report.
- 6.3 DG confirmed that the current term of the Associate Agreement runs until November 2018 and so, in the course of the next academic year, it would be wise to discuss an extension of the term. JC has a call with the contact person soon.
- 6.4 JC reminded the meeting that the objective of the Cambridge Associate activities is to help ASIBA become self-funding and able to bear fully the costs of an Administrative Coordinator.

7. Donations / PayPal

DG to contact David Millner to get a PayPal button inserted.

8. Fundraising

- 8.1 BL referred to the possible initiative with publishers, notably those which present works at ELSA TDD meetings, whose contact details she has. This could possibly be in the form of a donation in exchange for the promotion of appropriate teaching/learning resources via the website and/or at subject meetings (subject to CIEP consent). There are issues of available time to pursue this, as a fair bit of work would be involved, probably face-to-face meetings to explain ASIBA's role and discuss what might be possible. BL will continue to follow up, time permitting.
- 8.2 LP mentioned her recent contacts with the British Council and a forthcoming meeting at the Franco-British College at which the BC will be represented. JC confirmed that he had also met the incoming head of the BC. LP and JC to communicate on possible support from the BC.

9. Budget

The Treasurer, Shaun Corrigan (SC), will circulate updated budget figures. Examiner expenses remain within budget.

There being no further business to discuss the meeting closed at 11:40.

Next Board Meetings: Remote GoTo meeting on Tuesday 29th August at 9 a.m.
Physical meeting Friday 29th September at CIEP, Sèvres

Signed

James Cathcart, President

Signed

David Gage, General Secretary