

**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 MEETING OF THE
BOARD OF DIRECTORS**

DATE: Thursday, 3rd October 2019

PLACE: Seine Musicale, Ile Seguin, Sèvres

PRESENT

1. James Cathcart (St. Germain), President
2. Rob Miller (Lyon), Vice President, Strategic Liaison Leader History-Geography
3. Shaun Corrigan (Fontainebleau), Treasurer
4. Alan Geary (Lyon), Subject Leader History-Geography
5. Betty Lau-Vanchet (Sèvres)
6. Laura Martin-Clark (Ferney-Voltaire)
7. Katharine Axten (Balzac parents)
8. David Gage (St. Germain parents), General Secretary

ABSENT EXCUSED

9. Nick Baker (St. Germain), Strategic Liaison Leader English

IN ATTENDANCE

10. John Nanson (Cambridge Inspector, History-Geography)

MEETING

The meeting started at 18:35.

1. Agenda

The agenda for the meeting had been circulated by email.

2. Schools' Forum

- 2.1 BLV discussed ideas for the Schools Forum (16th-17th December) with LMC; break-out sessions had been successful last time and would be retained (suggestions for them to be requested on the registration form), other topics of interest might be school development, team leadership / team training and an update on the new Baccalauréat.

- 2.2 ASIBA hopes to have one or more guest speakers but this would require some funding, to be confirmed.

3. Membership

- 3.1 DG advised that the renewal requests would be sent out within the next week or so.
- 3.2 DG informed the meeting that interest in membership had been expressed by two overseas junior high schools (*collèges*). The Articles of Association would allow for such schools to join but it was acknowledged that ASIBA's role and activities are primarily concentrated on the OIB programme and the international sections teaching it and that it can only assist junior high schools to a limited extent.
- 3.3 The Articles also envisage the possibility of entities other than OIB lycées becoming "associate members" and the consensus of the meeting was that this would be more appropriate for *collèges*. The subscription rate for associate members is set by the Board and an annual fee of €150 was approved unanimously.

4. Board Meetings

The next Board meetings will be held:

- remotely on Tuesday, 12th November, at 13:45
- immediately after the AGM (to elect the officers for this year)
- remotely on Tuesday, 28th January, at 13:45.

5. Finance

- 5.1 SC reported on the take-up of the reimbursement of teacher-examiner expenses, there being a budgeted amount of €5,000 of which about half had been claimed with around 8 more claims due to be made. JC advised that the reimbursement from the State should be increased but that increase may be modest. A discussion took place on the costs of examining in the UK and whether the overseas protocol should be used will be considered further.
- 5.2 During his budget review SC will consider moderators' travel expenses and whether any increase is required as well as a possible increase in the cap of the reimbursement for accommodation in the more expensive locations. The reimbursement of assistant moderators was discussed and the meeting approved RM's suggestion that a review should be carried out to make sure assistant moderators travel around the country is being organised in the most cost-efficient manner.
- 5.3 JC sought the approval of the Board for three items of expenditure: (i) purchase of multi-directional microphones for oral examination centres which is needed for efficient remote moderation; (ii) to cover the overspend on the H-G subject meeting as CIEP had not been able to cover the full costs and (iii) the reimbursement of the temporary additional administrative assistance engaged for the June 2019 exam session (€1,127). The meeting unanimously approved these items of expense. RM underlined that efforts need to be made to ensure that the multi-directional microphones are properly deployed by the centres concerned and BLV said that the use of this equipment needed to be listed in the exam requirements specification, perhaps in the Handbook. The board also decided to delay purchasing the multi-directional microphones pending discussion with oral centres as to need (JC to follow up).
- 5.4 In line with Board policy the fees paid to CIE Inspector should be reviewed once per year. It was noted that the last increase had been made in January 2017 (to a daily rate of £250) and that since then the rate paid by Cambridge itself to inspectors had

increased by around 2%. The Board agreed to fix the rates for 2019/20 at a daily rate of £255 and an hourly rate the same as CIE's current rate (£34.70).

6. AGM

- 6.1 The AGM will be held on 17th December in Grenoble at around 3 p.m. (exact starting time subject to finalisation of the Schools Forum timetable).
- 6.2 In due course DG will need the President's Report to the AGM and the accounts for 2018-19 with Balance Sheet as at 31st August 2019. SC will meet with JC and the new Finance Officer at St. Germain to go through the figures and start preparing the accounts 2018-19 and up-dated budget 2019-20 for presentation at the AGM.
- 6.3 The Board will consider further whether any increase in the annual membership fee (for 2020-21) needs to be proposed the members at the AGM once the budget review has been completed.

7. Bac Reform

- 7.1 JC and SC reported on the status of the Bac reforms as they concern the OIB programme and the assessment of students.
- 7.2 OIB subjects will be assessed in term 3 of the *Terminale* year in national written and oral exams, with marks being standardised under supervision by the Cambridge inspectors. Marks in the school reports (*bulletins*) are taken into account along with every other subject being studied during *Première* and *Terminale* but will not form part of the calculation of the specific OIB marks. It was agreed that the pie chart showing the composition of and assessment system for the new Bac should be posted on the website. This has subsequently been done (see article "The OIB and the new Baccalauréat 2021" and document link at the end: <http://www.asiba.fr/news/>).
- 7.3 Teaching hours for OIB subjects have not changed.
- 7.4 New H-G syllabus for *Terminale* next year is ready.

8. Overseas Coordinator

The person who AG had envisaged taking on the overseas coordinator role had not been available and a discussion took place during which RM suggested that perhaps he could take this on in cooperation with David Jackson.

9. Website

KA and DG volunteered to try to advance on the French version of the website (important for parents, *Provisseurs* and other interested parties who do not speak English). JC will pass on the work done previously before the translator had become unable to continue with the project.

There being no further business to discuss the meeting closed at 20:10.

Signed

James Cathcart, President

Signed

David Gage, General Secretary