

**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: Tuesday, 12th November 2019

PLACE: Remote meeting on GoTo platform

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

MEETING

The meeting started at 12:50.

1. Agenda

The agenda for the meeting had been circulated by email.

2. Schools' Forum

- 2.1 BL presented current ideas for the Schools' Forum sessions. JC asked about attendee numbers and profiles. RM supported the idea of a second workshop perhaps related to leadership and BL suggested that Dave Taylor of Dragonfly could take than on. The Board approved a budget of up to €1,500 for guest speakers, to cover travel and up to 2 nights' accommodation.
- 2.2 BL said that the two owners / directors of Dragonfly would be ready to attend (at their own cost) to present their offering and take questions at the Schools' Forum. In

- response to JC's word of caution, BL confirmed that the Dragonfly representatives understood the profile of the attendees, who will not necessarily be heads of section, and that they are keen to understand what the needs are in the OIB community.
- 2.3 Discussions took place on other possibly useful tools for ASIBA members. JC mentioned Greene's Educational Services which can provide an analysis of science entry tests compared to the elective science subjects of the new Bac, with a view to students taking an on-line bridging course. These on-line sessions could be open to all ASIBA schools but the price needs to be verified.
 - 2.4 RM referred to a fee-paying university entrance service from Unifrog and he will circulate the link to the site. JC also mentioned MyUniChoices where for £15 an on-line test can be taken to guide students on university choices. JC would be willing to make an on-line presentation to ASIBA schools and go through an application to show how the tool works. JC could also be prepared to have an on-line Oxbridge entrance conference call to explain to interested ASIBA schools what is involved. BridgeU is another on-line tool which could be of interest.
 - 2.5 BL suggested allocating 2 hours at the Schools' Forum for a presentation on university competitive entrance and, if of sufficient interest to attendees, a section on the Oxbridge application process. JC said that Greene's might be willing to attend if enough people were interested and he will investigate.
 - 2.6 JC mentioned that he is meeting a representative of the Times Educational Supplement (TES) later in the month and believes ASIBA members may be able to benefit from a collective subscription and possibly cheaper insertion rates. RM suggested that those interested in this could give JC details of how many recruitments in the UK were made over the past 3 years, as potential volumes will be likely to dictate possible discounts.
 - 2.7 JC suggested a session on the subject of "how to organise a successful Readathon" with feedback on how students benefit from participating.
 - 2.8 BL reiterated that break-out sessions had been appreciated last year and would be maintained and that she is seeking persons to run these. LMC agreed to lead a session on reviewing and developing teaching and learning techniques. BL will lead one on university counselling. RM offered to lead a session on well-being. BL will check registration forms to see if any of the attendees has offered to lead a session.
 - 2.9 BL will send out a draft programme. JC, on behalf of the Board, congratulated BL on her work undertaken in organising the Schools' Form.
- 3. Annual General Meeting**
- 3.1 The AGM in Grenoble on 17th December is planned to start at 15:30 which should fit in with the timetable for the second day of the Schools' Forum. There will be only formal business on the agenda (President's report, approval of accounts and budget and election of Directors).
 - 3.2 SC cannot attend on the second day as there are anniversary celebrations in Fontainebleau that day. JC will present the Treasurer's Report.
 - 3.3 DG cannot attend in person and will attend remotely via the GoTo platform. BL will verify that there will be an appropriate internet connection available in the meeting room.
 - 3.4 All the Directors confirmed that they intend to stand for re-election.

4. Examiner Reimbursement

- 4.1 SC reported that he has met Valérie, the new finance officer of the British Section of St. Germain-en-Laye, and they have been working on the accounts and budget.
- 4.2 SC reported the good news that the authorities have increased the amount reimbursed to examiners for overnight accommodation from €45 per night to €90, for accommodation in towns and cities with a population of 200,000 or more, or €70 in other cases. These new rates will apply to next summer's exam session.
- 4.3 Currently ASIBA reimburses examiner accommodation expenses up to an additional €30 where otherwise the examiner would be out of pocket. A discussion took place on whether this policy needed any change in light of this increase and the view was that it should be retained as an increased cap of €120 or €90, as applicable, represents a reasonable level of accommodation cost. JC noted that the website should be updated to reflect the changes.
- 4.4 RM suggested examiners should consider AirBnB accommodation, assuming that there would be no issues with reimbursement (as compared to hotels).
- 4.5 SC reported that of the €5,000 budgeted for reimbursements and he will circulate the table of claims.

5. Membership

- 5.1 DG advised that the renewal requests had all been sent out in October except for 3, being cases where Catherine had still not yet received the information on the number of candidates in *Terminale* for those schools.
- 5.2 DG will receive details on renewal payments received so far in the coming days and will chase up late payers later this month.
- 5.3 From next year all invoices to state entities, including state schools, must be submitted through ChorusPro an official government on-line platform. DG is seeking to register ASIBA on the platform.
- 5.4 Next year it is expected that the renewal request forms (*appels de cotisation*) will be generated as automatically as possible by St. Germain using its ASIBA database tool.

6. Board Meetings

The next Board meetings will be held:

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

There being no further business to discuss the meeting closed at 14:55.

Signed

James Cathcart, President

Signed

David Gage, General Secretary