

BSPA GOVERNING BODY MEETING No 366: Minutes of Meeting

Wednesday 9th June 2010. 20h 15

Aumonerie, Lycee International

Governors: Eric Bellanger (EB), Sylvie Dupuis (SD), Rob Edwards (RE), Richard Hadley (RH), Chris Lajtha (CL), , Debbie Macklin (DM), Ian Macleod (IM), Philip Mead (PM), Tony Russell (TR), Sylvie Seng (SS), Mike Stam (MS), Mike Thompson (MT). Yves Lorgeré (YL).

Staff: James Cathcart (JC), Xana Jones (XJ), Philip Shaw-Latimer (PSL)

Key : **Action points in red** ; **Formal proposals and results highlighted**

- 1. Nomination of Minutes taker:** Debbie Macklin
- 2. Apologies for Absence:** Philippe de Chabert
- 3. Approval of Minutes** of BSPA Meeting No 365: unanimously approved. These are available on the website: <http://www.lycee-international.net/GBMeetings.html>
- 4. Matters arising.** None.

5. VLE Presentation and proposal to adopt option for 2010/11.

David Jackson and Sandrine Hurst gave a presentation on VLEs, following their recent visit to the BECTA conference in London and having presented preliminary conclusions to the SMT and ICT working group as to which options are most relevant to BS needs and context. The case for VLE: (i) allow teachers to enhance teaching and learning; (ii) use technology to optimise communications between teachers, students and parents. Essentially an extension of what is already being done with ICT (eg recent introduction of wikis), but more efficient and more integrated.

Noted that according to UK experience, it takes up to 4/5 years to reap full benefits of these learning platforms; there is wide-ranging feedback from UK; staff commitment and training are key factors for success.

DJ and SH presented a short list of two options: Fronter and Moodle (case outlined in discussion paper already circulated), with recommendation that the BS opt for Moodle with Ennovations as the preferred hosting company. Advantages: competitive price; effective training support (and back up consultancy) available (Monica Head); "very safe"; easy to change hosting service or, indeed, who system (no long term obligations).

Implications:

Total annual fee for first year – 6,750 Euros, which comprises the annual cost of the VLE itself at 1,250 Euros, plus the one-off training costs (some of which may be covered by existing training budgets). If desired in future years, additional materials could increase the annual sum; Additional 3 hours of time for Sandrine Hurst who would be administrator (providing and managing access rights for different categories)

Proposal to adopt Moodle with Ennovations hosting service was accepted in principle, and subsequently approved within the Budget proposals (see item 9)

6. Presidents report.

Independent Governors:

Mike Stam has resigned after 4 years as an Independent Governor. CL has written to thank him for his contribution and support. NB PLEASE CAN ALL GOVERNORS ENSURE THAT MIKE IS NO LONGER ON CIRCULATION LISTS

For personal reasons, Pierre Celle regrets being unable to attend meetings for most of this

school year, but is hopeful to be involved again from the Rentre.

Following a suggestion from SD, CL has been in touch with a potential independent governor, and arranging to meet to explore further.

The Director of the British Council is an ex-officio member of the Governing Body. CL has contacted the newly appointed Director, Chris Hickey, and invited him to visit the section; due to take place on 21st June.

Reseau des Sections Internationals:

A second meeting of the RSI was held on the 15th April. (informal meeting of presidents of national section associations, and unminuted).

Chris Lajtha warmly thanked the two governors who stand down at the end of June - Richard Hadley and Philippe de Chabert - for all their contributions to the GB over a considerable number of years.

7. Head's report

PSL reported on issues arising from the Journee des Terminales, considered to have "gone wrong" this year. Reports of damage to neighbourhood outside the LI, disregard for the "rules" requested by the Proviseur, and copycat behaviour in other schools in St Germain have led the Proviseur to re-considering whether OIB Remise des Diplomes ceremony can go ahead as planned.

There are broader concerns that there is a negative evolution of behaviour on and off site.

8. Staff reps report.

Nothing to report

9. Finance Sub-Committee

The Treasurer's detailed summary showing the 2009/10 budget, predicted results and draft proposal for 2010/11 Budget were circulated in advance of the meeting.

The projected deficit for 2009/10 is currently estimated to be 13,889 Euros as opposed to the forecast deficit of 11,977Euros. The compensating factors explaining this slight difference were outlined in the Treasurer's summary.

The Proposed Budget (calculated in June so as to enable fees to be set for the following school year) has been prepared on the basis of not exceeding an overall 2% increase in school fees. The proposal includes: increases in testing fees for primary (from 160 to 200 Euros) and for College and lycee (from 160 to 250 Euros); an increase in registration fees for pupils entering at Lycee level from 800 to 1250 Euros.

The budget proposals were approved unanimously

The proposed increases in school fees for 2010-2011 were approved unanimously,

The proposed increases in assesment (testing fees) as of end-2010 were approved unanimously,

The proposed increases in registration fees as of end-2010 were approved. 11 votes in favour, 1 abstention.

The proposal to fund the VLE as outlined by DJ and SH was approved unanimously

A proposal to establish new sign-off levels for cheques issued by authorised members of BS staff from 1st October 2010 was approved unanimously. Cheques up to 500 Euros may be signed by the Bursar; cheques between 501 Euros up to 9,999 Euros should be signed by the Bursar and the Director; Cheques of 10,000 and over should be signed by the Bursar, the Director and the Treasurer (or in his absence, the President of the BSPA).

10. Reports from Sub-committees and working groups

BSPTG: Sylvie Dupuis reported that at the BSPTG meeting on 30th May, Nicola Bullough had been elected President and would therefore be joining the GB in September.

It was noted that the PA system used for Sports Day is broken beyond repair and needs replacing.

The current practice whereby a parent can sign for accommodation/rental agreement on behalf of the BS (for BSPTG-organised activities) should be altered, and the signature of either the Director or an Officer of the BSPA should be required to avoid parent liability in the event of accident or damage.

PSL has agreed to draft the appropriate legal language to facilitate this.

Chris Lajtha thanked Sylvie Dupuis for doing a wonderful job as President for the past two years.

Although having stepped down as BSPTG President at the end of May, officially SD is no longer on the GB, a proposal that she should be coopted for the September 2010 meeting was unanimously approved, thereby enabling her to complete the full year's cycle of meetings.

HRSC: Report circulated to all members.

A proposed revised document outlining the Role and Responsibility of the HRSC is to be circulated to all GB members in advance of the meeting on 23rd June.

DM thanked PM for rapidly producing updated interim Employees Guides to be given to the two new staff members who are visiting St Germain on 9-11 June.

Communications:

Report circulated to all members in advance of meeting.

A range of ideas have been suggested to improve the popularity of the AGM which typically attracts an attendance of a mere 10% of BSPA members. Agreed that this should be further discussed on 23rd June.

ICT:

Report circulated to all members in advance of meeting, and largely concerned with proposals for VLE, referred to in presentation (item 5 on the agenda).

11. AOB

None

The meeting ended at 11.05

Debbie Macklin