

MINUTES OF A GENERAL MEETING OF THE DIRECTORS / BOARD MEMBERS OF LYCÉE JULES VERNE



DATE: 23 November 2021

Meeting started 18:35

Board Members PRESENT:

Present at the school	Via Zoom
Caroline Sany Hervé Colcombet Christophe Boulanger Jérémy Antier	Artiste Nkoumondo Siby Diabira Raymond Ofungi Bebee Makuwa Ipeleng Nyokong-Crossman Stefano Niavas Reagile Moatshe

External participants:

Present at the school	Via Zoom
Emmanuelle Marqui (Proviseur / Headmaster) Céline Gratiolet (DAF / Financial director) Sylvain Pitaval (headmaster) Gratien Ban (Headmaster PTA) Emmanuel Selles (représentant du personnel) François Blériot (représentant du personnel) Marie N'Dongo (représentant du personnel) Adrien Baron (Guest) - French lawyer	Bruno Asseray (COCAC)

Absent: Peter Tan represented by proxy Siby Diabira

NOTICE OF MEETING: All directors being present or represented by proxy THE MEETING WAS CONDUCTED ELECTRONICALLY (Zoom) AND PHYSICALLY, THE MINUTES TRANSMITTED ELECTRONICALLY FOR MUTUAL ACCEPTANCE BY EACH DIRECTOR

- Welcome to the participants
- Confirmation of minutes of meeting 20 October 2021

No one disapproved of either the minutes - **MINUTES APPROVED**

- Matters arising from previous meeting
 - Deleting Matthieu, recording Jeremy on CIPC
Process restarted for technical reasons
 - Visas: Emmanuelle Marqui
8 person with visa issues / under control until year end
 - Mail to board address:
 - Member of personnel wanting to meet with board - HR committee to address
 - Extra mural and school post vaccine policy
Christophe: 2 terminales pupils were closed
CE2 has COVID
4th wave on its way... Gauteng on the increase
For now - no reason to start distance learning
Under this light, no change and letter will be responded in this regard / as it was
 - Commission Dialogue Social / Aristide
Some people have their lunch time "paid" when others do not.
This should be aligned

HR committee to investigate , discuss with management and propose solution for next meeting

Probably add addendum

School fee for local personnel

Discuss w/ finance then HR and make recommendation for next meeting.

- Work: Dispute re walls in secondary yard / Christophe
Contractor pushed with Thomas. Said he would come back to admin.
Nothing happened so far.
- Solving concerns expressed by PTA parents / Gratien Ban
GB related the situation leading to concerns.
Solution is to have two mix classes and this was accepted: 2 classes of 22 and 23
No complaints from anyone...

- Visit Director AEFÉ to Johannesburg
Meeting Caro, Jeremy & Hervé w/ Director
New teachers / trainers paid by AEFÉ who will also teach “for free”
We need to provide training classes
90 free hours teaching per week / €160,000 per year
Next step: Several committees will have to be involved
- At the president’s last minute request, Stefano Niavas made a personal presentation, unfortunately inaudible.
- Feedback from Communication Manager / Nonhlanhla to make a presentation - Ipeleng
Did not happen/ Postponed to next board meeting
Communication committee cannot say if and when there was communication with Nonhlanhla
- Surge protection of Computer Equipment / To be financed against donations to MX40
2 different topics
Donation to be reviewed by finance
Get audit on the two quotes and vote before the weekend.

- **Committee’s reports:**

- **Finance / Reagile:**

Update budget presentation (see doc on cloud)
Debate the scenarios and implications thereof
Introduce or not re enrollment fees for all every year
Increase 6, 7 or 9%
Discount structure to be modified ? from 2nd child ?
Review PTA versus JHB ?

- **Parent’s meeting / Caroline:**

Proposed agenda:

Introduction and welcome (Aristide) - 2 min
2020-2021 School Year outcomes (Céline)) - 5 min
Summer building works (Christophe) - 5 min
2021 budget, 2022 insights (Reagile) - 20 min
MOI update and timeframe (Jeremy) - 5 min
Call for volunteers (Hervé)
Canteen
Post Office / Adoption servitude
“French Market”
Traffic control / use of Cassia Gate
Wrap up (Aristide)

20:50 Adjourned

Reminder proposed calendar for next meetings

14 December
7er February
29 March

24 May (Board + prep session for Parent meeting)
7 June (parents meeting)
22 June