

Minutes of Meeting from the 2nd Board of Directors Meeting**Date:** 2022 – 10 – 17 @ 18:00 – 20:00**Venue:** LJV Johannesburg Premises / Zoom**Attendees:****Members of the Board**

Adrien Baron (AB)
Christine Serre (CS)
Herve Colcombet (HC)
Huseyin Kavustu (HK)
Jeremy Antier (JA)
Jeanne Akum (JAK) via zoom
Karine Erikstein (KE) via zoom
Marie Laure Allain (MLA)
Marie Marchant (MM)
Reagile Moatshe (RM) via zoom
Thomas Feller (TF)

Staff Representatives

Emmanuel Selles (ES)
Sophie Schmidt (SS)
Sandrine Tchawouo (ST)

Absence:

Perrine Martin (PM) – BoD member

Angelique Haudiquier (AH) – School Management
Celine Gratiolet (CG) – School Management
Olivier Remaury (OR) – School Management
Sylvain Pitaval (SP) – School Management

Julien Louis (JL) – Staff Representative

Ludovic Cocogne (LC) - COCAC
Audrey Delattre (AD) – French Embassy

Meeting Agenda

1. Introduction: Key Outputs from the Recent Meetings with School Management
2. Approval of the Last Board Meeting Minutes
3. Next Year's Budget: Five Key Points
4. Preparation for Parents Meeting

Minutes of Meeting

- New elected staff representatives introduced themselves.
- MM mentioned about the meetings that took place between JA, MM and AH. It is decided in those meetings that management of the Board (JA and MM) will meet with school principal AH twice a month. MM also mentioned that any important issues from the committees can also be shared with school principal in those meetings if needed.
- MM also highlighted three key subjects that they focused on the school principal.
- Human resources process and organization; where separate meetings will take place soon to improve this process,
- Upcoming pedagogic project which is led by AH and which is due to June 2023; this may walk hand to hand with strategy committee,
- Club Entreprise: Marketing and Communication committee will meet with two volunteered members of Club Entreprise and inform the Board about their workplan.
- JA informed the board members about the maternelle open school days to target the new pupils for second half of this school year. The preliminary planned dates are third or fourth week of November. ES asked if there is a place for new possible kids in maternelle and JA answered that saying SP is ready to open new classes if they

succeed to attract that many new pupils. ES also highlighted his concern saying that these new possible comers will be from locals, so they will be mainly English speakers so the balance of the French-speaking and English-speaking kids in maternelle should be analyzed carefully.

- MM raised the point that involvement of the parents in the school should be increased. Relaunching the parents' associations can fasten this process, but JA replied saying that establishment of these parents' associations are not in Board's scope.
- RM presented the key focus items for next year's budget and highlighted that this is just the introduction; main budget assumptions such as EUR to ZAR rate, food inflation, school fee increase will be discussed in detail in the next Board Meeting.
- Since the increase rate for the next school year's fees should be approved by BoD, it is decided that this rate should be communicated with the parents latest mid-January 2023.
- Main structure of the Parents Meeting Presentation is discussed. It is decided that the presentation will start with a 20 minutes introduction by JA, MM and also AH since this will be the first official meeting of her with the parents. Then the committees will introduce themselves within the 5 minutes interval in the order of strategy, finance, Pretoria, human resources, works and procurement, governance, social, marketing and communication. The Q&A will be in the end of the presentations.

Action Points / Resolutions

- MoM of first BoD meeting is approved and validated.
- It is decided that all emails from committees to school management should be sent with AH in cc.
- Marketing and Communication committee will meet with two volunteered members of Club Entreprise and inform the Board about their workplan.
- The last board meeting of the year dated 12.12.2022 will take place in Pretoria.

Attachments (for further details please email to schoolboard@lyceejulesverne-jhb.net)

- MoM dated 26.09.22
- Finance Key Focus Items
- Finance Committee Terms of References
- Parents Meeting Presentation