



Minutes of First Board Meeting	
Date: 2024 – 11 – 14 18:00 – 20:00	
Venue: LJV Johannesburg Premises / Zoom	
<u>Attendees:</u> <u>Board Members</u> Ferdinand Nyanu (FN) Julie Hoang (JH) via Zoom Sharon Mougel (SM) Wardah Hartley (WH) via Zoom Laurie Clerc (LC) Candace Paul (CP) Celestin Mbongo (CM) Eseza Kironde-Hall (EKH) Marc Zeiger-Guerra (MZG) via Zoom <u>School Management</u> Angelique Haudiquier (AH) Oliver Remaury (OR) Cecile Pin (CP) Herve Tanghe (HT) <u>Staff Representative</u> Emmanuel Selles (ES) Sophie Schmidt (SS) Yoann Friggi (YF) <u>Members of the French Embassy</u> Sylvie Tourpin (ST) via Zoom	<u>Absent:</u>
<u>Meeting Agenda</u> Part 1 : Board Members Only – 30min 1. Election of Chairperson and Vice President Part 2 : Board Members, School Management & Staff Representatives join meeting - 1 hour & 30 min 2. Introduction around the table 3. Meeting Rules 4. MX-40 Update 5. Staff representative status update a) Solar panels installations and compost project b) Employment conditions of local contract staff	



6. Committees

- a) Finance committee
- b) Communications committee
- c) Procurement committee

Meeting Minutes

Part 1 : Board Members Only

Election of Chairperson and Vice President:

- CM appointed Chairperson by default, CP elected as new Vice President. SM steps down as Chairperson but remains on the board, she chairs the past meeting before handing over

Part 2 : Board Members, School Management & Staff Representatives

- Introduction around the table and overview of the meeting rules. SM covered the meeting rules, and all agreed on them.

MX-40 Update

- Meeting was on 12 November 2024, attended SM, CM and YF.
- LJV was paying R201800 per annum and board decided to decrease it by 50% from 1 March 2024. Current debit order sitting at R9100 in comparison to R1300 per plot.
- MX-40 would like the board to reconsider the decision to decrease as this loss greatly affects the budget for planned future projects and the school benefits from them.
- YF suggests that the school representative at the MX-40 meetings live within the boom.

Staff Representative Status Update

- Discussed by SS
- Solar panels, to be discussed by procurement committee
- Compost project will be started at the canteen. They are looking at quotations for a system sophisticated enough to deal with the food waste. They are looking at the machine and system needed. It would be a one-off payment and there maybe monthly fees to maintain the machine. Compost will be used in the school garden and maybe sold off as well.
- Employment conditions of local contracts; local salaries are too low for staff to live comfortably. It is not high enough to attract and retain good teachers. This year some positions did not attract any candidates. They would like to have an improvement in salary structures.
- Staff are asking for a tax specialist to help them file their taxes in South Africa as it is quite difficult for many of them. They have been waiting for a couple of years without help.



Finance Committee

- Discussed by JH.
- Entering the 2025 budget phase. DAF has collected information from teachers about the year's project in order to work on the budget. Budget to be presented at the end of the year .
- Cash on premises to be decreased for security and accounting purposes.
- LJV currently has two South African and two French bank accounts. One French account to be closed.
- R1.1M in debt to be recovered.
- 2022 and 2023 accounts being prepared for audit.
- Roles of DAF and CFO defined.

Pretoria Committee

- Discussed by CM
- Upgrading playground area Quote received in Jan 2024 from Green Green Factory Shop – Total of R125 350.
- Maternelle bicycles need maintenance
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Communications

- Discussed by MZG
- Meeting with staff on the 20th of November 2024.

Procurement Committee

- Discussed by YF

Johannesburg campus

- Phase one of the solar panel project has been completed.
- Meeting with staff on the 20th of November 2024.
- TPS rooms complete. Toilets have yet to be adapted in size for the little ones. Grounds remodelled but still waiting for a jungle gym to be installed. Artificial grass needed.
- English class moved to old after care room.
- Camera system improved. 26 cameras in total, with screens in the guard house, administration building and IT department and at the head of maintenance office.
- Teachers' room renovated with shade added.
- Teachers' gate access improved with introduction of a tag and facial recognition.
- Extra activities office turned into a teachers' printer room. Career counsellor in a bigger office with more computers for children to work on.
- New artificial grass around maternelle.
- Canteen renovated.
- Rugby field; contract with management company ended, irrigation system to be improved with a new jojo tank before the end of the year.

Pretoria campus

- Changed the artificial grass of the sports field.
- New motor skills equipment at maternelle
- New fencing around the playground.
- Security system upgraded, 16 new cameras, new weather alarm, upgraded fire alarm.
- New field stairs for children to sit on.
- Upgrade of computers and software (for LJV JHB as well), soundbars and Wi-Fi.
- Replacement of network and electrical cabling.



- Complete renovation of the “salle Polyvalente” and its toilets. Repair of electrical panel.
- Infirmary was renovated.
- Secured the playground.
- Two Jojo tanks cleaned and improved, providing 10 000l of water, about 15 days worth.
- New playground and security system by end of the year.

Johannesburg Budget 2025

- Phase 2 of the Solar Panel project
- 6 x 10 000l Jojo tank, pumps and pipes needed for the secondary, canteen and maternelle to provide water for a week.
- Shading for rugby field steps
- Artificial grass and playground for TPS
- Gutters at maternelle
- Roll down shading at maternelle eating area

Pretoria Budget 2025

- Guard house and outdoor lights
- Playground shading
- Replacement of rented computers and other devices

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