Minutes of Meeting from the 9th Board of Directors Meeting

Date: 2023 – 06 – 06 @ 18:00 – 20:00

Venue: LJV Johannesburg Premises / Zoom

Attendees:	**Absence:**
Members of the Board Adrien Baron (AB) Christine Serre (CS) Huseyin Kavustu (HK) Jeanne Akum (JAK) via zoom Jeremy Antier (JA) Karine Erikstein (KE) via zoom Marie Laure Allain (MLA) via zoom Marie Marchant (MM) Perrine Martin (PM) via zoom Reagile Moatshe (RM) via zoom Thomas Feller (TF) **School Management** Angelique Haudiquer (AH) Sylvain Pitaval (SP) **Staff Representatives** Emmanuel Selles (ES) **French Embassy** Ludovic Cocogne (LC) – COCAC	Herve Colcombet (HC) – Board Member Celine Grationet (CG) – School Management Olivier Remaury (OR) – School Management Sandrine Tchawouo (ST) – Staff Representative Sophie Schmidt (SS) – Staff Representative

Meeting Agenda

1. Introduction
2. Approval of the Last Board Meeting Minutes
3. Parents Meeting
4. Strategy Committee Updates
5. Social Committee Updates
6. Pretoria Committee Updates
7. Marketing and Communication Committee Updates
8. Work and Procurement Committee Updates
9. Human Resources Committee Updates

Minutes of Meeting

Introduction:

- JA opened the meeting.
- JA thanked everyone for being present and for their contributions for the Turenne Strategy Meeting.
- AH updated the members about the enrollment process. For the current students, 84 of them did not finish their enrollment process yet, while 89 of them did not start the

process yet. 87 students are leaving. There are 149 new student enrollments where 89 of them already made the payment. So as of today, total number of students expected for the next year is 1,009 where the budget was 992. More accurate numbers will be shared in the next meeting.

- JA talked about the VAT project. The meeting took place and JA mentioned that with 90% probability this VAT will not be reimbursed. He mentioned that this was due to a mistake done by the external consultants at that time who were responsible for this project. HC was also in the meeting, JA said that HC could share his understanding about the issue in the next meeting.
- JA and AB informed the members about the situation that two burau members are leaving at the end of the year, so board members who are interested in those vacant seats can apply for the positions.
- The minutes of the board meeting dated 25.04.2023 was approved and validated.
- HC was absent, PM informed the participants that she had his proxy.

Parents Meeting:

- Last Parents Meeting of the year will be held on 20.06.2023 and it will be a hybrid meeting.
- JA will ask each committee head to prepare two slides per their committees about the work done within the year.
- JA also mentioned that the vacant positions in the board for next year will be announced in the meeting and the interested parents will be informed that the elections will take place in the starting of next school year.

Strategy:

- MM presented the slides prepared by Turenne.
- “French international school offering bilingual worldclass education nurturing every child to become a global citizen” is the vision drafted by the participants in the strategy workshop with the mutual agreement.
- LC commented and said that the strategic vision is well prepared.
- Six priority areas are defined: Governance, Communication, Infrastructure, Recruitment, After School Activities and Well-being.
- MM highlighted the responsible board members for each priority areas and she mentioned that within June, meetings will be held between the responsible members and MM and JA and the actions items will be defined. AB is responsible for Governance, CS is responsible for Communication, PM is responsible for Infrastructure, MLA is responsible for recruitment and JAK is responsible for After School Activities and Well-being.

Social:

- JAK presented the debt recovery report.
- She highlighted the increase in the debts in school trips for this year, so she informed the members saying that payment schedule for the school trips should be changed for next year.

Pretoria:

- KE raised the question and asked about 30 computers to be purchased for Pretoria Campuses.
- PM informed the members saying that CIPC formalities are delaying the purchase process.

Marketing and Communication:

- CS presented the slides prepared by Club Enterprise.
- She informed the members about the 90 k ZAR surplus amount raised in yearbook sponsorship campaign. Club Enterprise, together with the school management wants to use this money for branded school products such as hoodies, caps, t-shirts which will increase the school identity belonging within the students.
- CS mentioned about FSACCI partnership activities. She also highlighted that FSACCI wants to work more with Pretoria for the next school year.

Work and Procurement:

- PM presented Solar Electricity Solutions Project and shared the offers collected. She shared the timeline saying that Work and Procurement committee will make their recommendations for Board to decide before the next board meeting.
- JA raised the issue about the VAT incentives and financing of the project, he said that since LJV is an NPC, these incentives and financings may not be eligible for the school.
- RM asked if the access electricity generated can be sold to the grid and PM said that she will ask this question to the suppliers.
- CS asked Work and Procurement Committee if Water Purifications Project is in their pipeline. PM answered saying that this may come up to their pipeline after they finalize the electricity project.
- PM also shared the two offers for the artificial grass for the field. ES shared his concerns about current supplier Turftech and he said that they are not doing their current job properly. Work and Procurement Committee mentioned that they are not sure about the alternative firm, Easigrass, which they do not know their references.
- Board members approved the artificial grass project with 12 votes, Work and Procurement committee will advise the board about supplier and the timeline.

Human Resources:

- MLA informed the members about 12 open positions.
- She also added that Human Resources Committee has massive work load mainly due to the job interviews.
- She said that two of the board members are interested to join HR committee and she asked JA if this can be done immediately, so the new members can take some of the work load.
- Social Dialog will take place on 15.06.2023 and main discussion subject will be the amount of discount in the school fees for the local staff. JAK asked if how much budget is needed for school to have 75% discount for all the local staff and MLA said it can be calculated by school management.
- LC informed the participants about the visa issues, he said that French Ministry of Foreign Affairs will visit South Africa for this visa issues and if LJV has any specific issues to be added to the agenda of this visit, he asked for the bullet points.
- PM highlighted the speech therapist issue that HR Committee should inform the parents about the situation.

<u>Action Points / Resolutions</u>

- AH will share updated enrollment numbers.
- HC will update the members about his understanding on VAT project.
- Last Parents Meeting of the year will be held on 20.06.2023.

- Each committee head will prepare two slides per their committees for the Parents Meeting.
- Meetings will take place between the responsible board members and JA and MM to discuss the action items for six priority areas for the Strategy Map.
- Board members approved the artificial grass project with 12 votes, Work and Procurement committee will advise the board about supplier and the timeline.

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

- MoM dated 25.04.23
- Strategy Committee Presentation
- Debt Recovery Presentation
- Procurement Committee – Solar Solutions Presentation
- Club Enterprise Presentation
- Human Resources Committee Presentation