

MINUTES OF BOARD MEETING OF 09/02/2010 at Clonskeagh

Presents : *L. Purser, P. Debut, S. De Foucauld, M. Lawlor, A. Harvet, J. Kennedy, F. Acacie, T. Ross, B. Puech, S. Sindoni, S. Xenopoulou, J. Marcelin.*

➤ **Minutes of 12/01/2010 approved**

➤ **Provisional Budget 2010**

- *The budget is based on numbers of 450 pupils enrolled in 2010-2011. School fees will not be increased except for the non resident school fees. This provisional budget will have to be sent to the AEFÉ by mid-February.*
- *Enrolment in Petite section: admission on the 3rd birthday only, in order to book and keep their place in PS, families will have to pay the whole term at the time of the enrolment.*
- *Payment of late school fees on hold until the AEFÉ school grant is reviewed*
- *Search for accommodation for a MEN « grant » pupil. In the future the MEN school grant will be spread over the whole school year.*

➤ **Reports by subcommittees**

• **Eurocampus & school matters :**

Changes within the administration :

It is likely that Mr. Magaldi, Primary school headmaster, will be absent until the end of the school year. The principal will also change this year. The chairman of the Board will contact the AEFÉ to express the worries as for the organisation and continuity in the administration. The board would like to have the principal available at Foxrock on a regular basis. The Board of Management will meet with Mr Parmentier, Inspector (IEN), during his visit from 2nd to 4th March 2010.

Clonskeagh :

The junior and second cycle council asked the Board of Management to intervene and approach the St Kilians Board of Management in order to advance on important on going subjects:

- *Library: No agreement has been reached yet on timetable and space layout. A LFI-St Kilians meeting should take place.*
- *The chairman of the Board asks the principal to assess on the updating of the Co-operation agreement signed in 2007.*
- *Investments at Clonskeagh included in the 2010 provisional budget: provisional funds have been put into place; these credits will be used according to the financial situation of the school in September 2010.*

Communication, fundraising

- *A mailing (greetings card 2010 + leaflet LFI) was sent to French companies in Ireland*
- *An A3 advert will be prepared for publicity in places susceptible to have French speaking or French visitors*
- *Quiz APE will take place on 10/02/2010*
- *The website will have two new topics « News Foxrock » & « News Clonskeagh » regularly updated.*
- *Fair of the end of the year (Kermesse) is planned for 12/06/2010*
- *Project of participation by a soccer team from the school in the AEFÉ World cup, taking place in South Africa during the official soccer World Cup and organised by the French school of Johannesburg. The LFI does not wish for its name to be used but accepts to partly fund the printing of 20 jerseys with the two schools logo and the*

Eurocampus initials. Before ordering, Mr. Allain will have to forward the quote for authorisation.

- **Human resources, personnel management :**
 - *Questions on the timetables and working hours of the administrative staff and deduction of annual leave.*
- **Buildings, maintenance works**
 - **Foxrock :**
 - *The window replacement is in the process of being organised.*
 - *Shelves for microwaves used for heating up lunches will be installed*
 - *AH & JK will go around the premises and establish a list of maintenance jobs for summer 2010.*
 - *Replacement of water pipes*
 - *The PCs and printers in Foxrock don't work properly (PCs too slow).*
 - *Pressure taps will be installed on the first floor for the PS class.*
 - **Clonskeagh :**
 - *Equipments are to be bought for the labs (aired cupboards). St Kilians should plan for and invest in these equipments. The state of the copier donated by the consulate is to be checked.*
- **Trips & school outings :**
 - *Project of educational school trip by the CMI-Olivier Fichter (in May in Connemara)*
 - *Project with Nice in progress (Estienne d'Orves) from 3rd to 10th February at Clonskeagh; exchange involving St Kilians transition year and the LFI's 2nd class.*
- **AOB :**
 - *The AEFÉ invites us to contribute in support of the French local school of Haiti*
 - *The "CPE » post at Clonskeagh in 2010-2011: this service is to be kept on and even reinforced.*
 - *The LFI employee handbook is to be prepared by the administration personnel*

Date of next Board of Management meetings

- ***AGM : on 21/04 at 7pm at Foxrock***
- ***Next Board meeting : 09/03 at Foxrock***

End of session: 11pm.