



## **MINUTES OF THE FIRST SCHOOL BOARD MEETING WEDNESDAY NOVEMBER 16, 2022**

### **Present:**

Mrs. Catherine Dauer, Principal  
Mr Cédric Barbeau, Headmaster  
Mr. Mohamed Sidibe, DAF  
Mrs Delphine Castre, CPE  
Mrs. Christelle Tchivagnon (secretary of the meeting)  
Mr. Rachid Ashkar, elected member of the School Board  
Mrs. Giulia Tavolato Feghali, elected member of the School Board  
Mrs. Hélène Cobbaert, elected member of the School Board  
Mr. Krishan Kappor, Member of the Board of Directors  
Mrs. Maëlle Longueville, elected representative – Secondary School  
Mrs. Nadège Violleau, elected representative – Secondary School  
Mrs. Dorcas Addo-Aggrey, elected representative – Primary School  
Mrs. Morgan Gachon, elected representative – Primary School  
Mr. Gaetan Deytieux, elected representative for administrative and service staff  
Mr. Hamid Jaber, student representative

### **Absent excused :**

Mr. Julien Lecas, COCAC - French Embassy

- Session opened at 3:04 p.m.
- Recording secretary: Christelle TCHIVAGNON
- Substitute Secretary: Ms. LONGUEVILLE
- Quorum reached with 13-member votes and 2 advisory members.

### **1/ Adoption of the minutes of the School Board held September 16, 2022 relating to the modification of the COVID-19 protocol**

- At this extraordinary School Board meeting to review the rules on nose mask wearing at school, the following unanimous decision was proposed: Wearing the mask for 1 week after resuming classes after the school holidays. FOR unanimously with 13 votes



## **2/ Set up of the School Commissions 2022-2023**

- Addition to the Council of the Second Degree:
  - a) Mr. DEYTIEUX Representative of Administrative and Service Staff
  - b) Mrs. COBBAERT Representative of the parents of pupils (School Board elect)
- Addition to the Health and Safety Commission:
  - a) Mr. AMAGLO
- A deadline of 48 hours has been decided to finalize the members of the bodies listed below:
  - a) CSE: 1 Representative of the parents of pupils (elected to the CE)
  - b) CHS: 1 Administrative and Service Staff
  - c) CVC: 1 staff representative
  - d) CFC: 2 Representatives of other personnel
  - e) CVL: 1 Parents' representative

## **3/ Reminder of the rules of procedure of the School Board**

- Reading of the internal regulations of the School Board by Mrs. DAUER.
- The members present must exercise discretion in relation to the debates exchanged during the School Board meetings to avoid sources of conflict. Only the Minutes are public.
- If special expertise is needed, there may be a guest.

## **4/ 2022 back-to-school report**

SECONDARY SCHOOL: Mrs. DAUER

- Small student numbers: an average of 21 students with 2 classes per level, except in *4ème* (Year 9 or 8<sup>th</sup> grade), where there are 3.

CAUTION: There is a risk of loss of teacher positions. For example, 34 students in 2 *1ère* (Year 12 or 11<sup>th</sup> grade) classes and 31 students spread over 2 classes of *3ème* (Year 10 or 9<sup>th</sup> grade). These numbers are equivalent to that of one class in mainland France at this level.

- It is necessary to recruit students to increase the number of students and secure the position of teachers.
- For this purpose:
  - open the school to the media, present our establishment in other schools, run successful Open Days, promote our assets.
  - develop an extension/renovation and relocation project: The infrastructure does not attract more students. Competitors with larger infrastructure attract students who would be likely to come to the



LFIA. The establishment must evolve and offer better infrastructure and the premises in East Legon must however be refurbished for the well-being of all.

- Need for parent delegates: Students must talk and try to mobilize their parents so that they can volunteer as parent delegates in *4eme B*, *3eme A*, *2nde B* and *Terminale B* as we still need parent representatives in these classes.

PRIMARY: Mr. BARBEAU

a) The Primary School lacks in infrastructure to be attractive and competitive compared to other schools.

- Double-level classes have been maintained at 22 students following the growing number.
- Falling numbers in kindergarten due to competition from emerging Montessori schools with appropriate premises. These pupils join *GS* (Year 1) and *CP* (Year 2 or 1<sup>st</sup> grade) with a lack of the French language and vocabulary.
- Departure of pupils who have acquired the basics of the French language for so-called bilingual schools. This causes a drop in the number of students enrolled in the secondary school years.

#### **b) Suggestions for the Open Day on Saturday, February 11, 2023**

- Communicate the hands-on learning approach in kindergarten which is fundamental for the development and the future of the child, which is an important characteristic of the French educational system.
- Create a childcare option to keep children during the Open Day.
- Promote teaching tools used, make use of videos showing the linguistic progress of students, especially non-French speakers. Video of parents' testimonials, etc.

#### **c) Other Suggestions**

- If possible, create a *TPS* (class for 2-year-old children).
- Specific ATSEM (Nursery teaching assistants) training.

#### **5/ Adoption of the 2022-2023 annual guidance education plan**

VOTES IN FAVOUR: unanimous (13 votes)

- Reminder of the stakeholders involved: class teacher, Information and Guidance Resource Person, families and students.
- Growing interest in the DNA/AEFE exchange program. The 2nd year students who have shown interest and are subsequently selected will go to another establishment of the AEFÉ network for a period of 3 or 4 weeks and will be paired with a student from the exchange country. There are 14 interested families and 5 places available. A preselection will be made for the 5 places according to the requests completed and the academic profile of the students.



- The annual student career fair will take place on Saturday, February 4, 2023 with focus on French schools this year, to promote higher education in France. This is for students from 3<sup>eme</sup> (Year 10 or 9<sup>th</sup> grade) to *Terminale* (Year 13 or 12<sup>th</sup> grade).
- Internships in companies for the students.
- Virtual day with the Studyrama forum.
- Orientation hours are led by the class teacher, and the Information and Guidance Resource Person provides support if necessary.

#### **6/ Reminder of the *Terminale* (final year) evaluation charter**

- The grade is made up of 40% continuous assessment (student's grades throughout the year) and 60% of the final test results.
- Each student in *Terminale* must have at least 3 grades per term which will be entered and counted for the baccalaureate. Any tactics to avoid this will not be accepted under any circumstances. Pupils whose annual average is not at the required level because they have not submitted work throughout the year could be called for a one-off assessment in the subjects concerned and this can result in postponement until September of the following year. This would mean that they would not take their exam in July and would therefore lose their admission to a University.
- Students will have a half-day temporary suspension from school for cheating in class.

#### **7/ Provisional calendar 2022-2023**

The LFIA is planning several events during the year 2022-2023

- Week against bullying in schools, mobilization of parents for a wall of expression and others.
- Other events such as a Tournament at the French Embassy and the intervention of students of 1st cycle students.
- Several events planned for the week of French high schools around the world (Screening of the film *Borga*, visit of English-speaking establishments, STUDYDRAMA, vote of eco-delegates, visit of ets, etc.)
- Proposal for the sale of T-shirts by parents but these are only enough for students and teachers. Parents hope to see more parents at the parents' coffee morning.
- “Ambassadeur en herbe” aka “Budding Ambassadors” initiative by the AEFÉ: it was shared that students should be mobilized earlier to be better prepared, but the theme has not yet been published by the agency so LFIA cannot do any preparation with students until this has been published. Click here [AEFE website](#) to learn more about this initiative which encourages students in the global AEFÉ to express themselves orally and creatively on important cross-cutting topics relating to people and the planet.

#### **8/ Miscellaneous questions:**

- a) Questions from parents:




- Question: Why has access to the compound in the morning and during the lunch break been stopped?

Answer from School Management: The compound is sloping and has a lack of space. It is therefore difficult to supervise children during these break times. Despite the 7 supervisors on duty at these times, additional resources may be needed. Mr. Barbeau shared that he is meeting with volunteer colleagues and parents to find efficient solutions and alternatives.

- It was pointed out that some supervisors are on their phones and do not do their job properly. It is also noted that some primary school pupils do not recognize supervisors as educational staff and show them a lack of respect. There is therefore an imperative need for awareness-raising to have the functions of supervisors recognized. The latter will be trained by teachers from the Alliance Française to acquire the basics of French. It is requested that other personnel who do not speak French be able to benefit from this training within the school. Times should be set aside, for example by the teachers in the classrooms, for supervisors to be recognized and for their work and missions to be understood.
- Annual class photos: These are organized and paid for by an association called EDYLIFE. The LFIA does not bear any financial burden because the company charges local companies who advertise in the yearbook to finance the editions. In the event that profit is made, the company pays the dividends to the LFIA. EDYLIFE will be on campus around March or April for photo shooting. It is recommended to reduce the number of yearbooks printed this year to have dividends and limit waste. Consideration should be given to leaving blank pages for autographs at the end of the book which was not the case last year and was noticed by the students who like to use this.
- The 60th anniversary of the LFIA will be celebrated in 2023. Work on actions with the whole community, by July, and organization of a festive week between September and December 2023. Mr. Brochet, President of the AEFE will be invited and should hopefully attend. There will be a budget for this celebration but the school will seek sponsors to support it.
- Questions concerning the British International Section (BIS) can be dealt with in the Educational School Council, School Board, or Primary School Council. Therefore Mrs. Dauer stated that there would not be a separate BIS Council this year as all matters can be addressed through the existing Councils.
- An appointment will be proposed to Mrs. Feghali to discuss points on Accra being named Unesco World Book Capital in 2023 and a strategy concerning the sponsorship of local businesses through the LFIA Business Community.
- The *La Côtère* sporting event will not take place this year. On the other hand, tournaments between schools will be organized if the P.E. teachers and students wish.
- The LFIA student Board member asked on behalf of his student body where students can be allowed to use their phones within the school but Mrs. Dauer explained that phones are not allowed.

End of meeting at 6:00 pm.



Secretary of meeting

Christelle TCHIVAGNON