



**LYCEE FRANCAIS INTERNATIONAL JACQUES PREVERT D'ACCRA LBG  
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
HELD ON THURSDAY 7<sup>TH</sup> APRIL 2022 AT THE LYCEE FRANCAIS, ACCRA**

**In attendance:**

1. Mrs. Sophie Bailly-Bechet, President (Chairperson)
2. Mr Wissam Raad, Vice-President
3. Mrs. Nachula Wilson, Treasurer of the Board
4. Mrs Enyonam Dagadu, Vice-treasurer
5. Mr Cyrille Lemée, Member
6. Mrs. Nadine Colin-Boumsong, Member
7. Mr. Krishan Kapoor, Member

**Also in attendance:**

1. Mr. David Ballieu, Principal
2. Mrs Sylvie Bourget, Finance Director
3. Mrs. Karine Sacko, Headmistress
4. Mr. Alexandre Foulon, Counsellor for Cooperation and Cultural Action, French Embassy, Accra
5. Mrs. Aurelie Serve, Staff Representative
6. Mrs. Laurie Lalama, Staff Representative
7. Mr. Nana Asmah for the Company Secretary and Legal Counsel

**Absents :**

- 1 Mrs. Emma Tarrant, Member

**Opening:** The meeting was called to order by the Chairperson at 5 pm.

- 1 **Presentation of the agenda** by Mrs. BAILLY-BECHET, President of the Board. Other matters concerning HR issues were removed from the agenda as they would be dealt with after recommendations from the future HR firm.
- 2 **Expansions of the LFIA.** Mr. Cyrille LEMEE, who is responsible for the real estate project commission, reported on the commission's unsuccessful efforts to find a property for the relocation of the kindergarten. Given the lack of opportunities, and the timeframe, Mr. Lemee asked that the commission be closed so that efforts could be concentrated on developing the current site.

Mr. Kapoor, representing the Infrastructure Committee, requested Mr. David BALLIEU to present Mr. Yan CHERON's proposal "Accra Besoins et hypothèse de phasage FRE 28-Mar-22" on Theoretical elements and intervention phasing (attached), in response to LFIA PO PO-YC-Consult-01-22 dated 15-March-22.



ÉTABLISSEMENT  
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Mr. CHERON's proposal indicated the maximum number of students will be 1,017 which can be accommodated in the Expansion Programme within the existing Campus.

Mr. KAPOOR briefed the meeting that Infrastructure Committee having reviewed Mr. CHERON's proposal, finds it will pose enormous difficulties in its implementation. It also requires temporary classrooms to be located in the vehicle parking area posing serious security risks.

The infrastructure Committee's comments and counter-proposal were communicated to Mr. CHERON on 31-March-22 and 07-April-22 (attached). 07-April-22 comments/inputs are to be discussed with Mr. BALLIEU on 11-April-22 for incorporation into the ongoing discussions with Mr. CHERON.

Counter proposal, based on Mr. Hassan GHAZAL's concept, offers alternates on how best Expansion Programme can be implemented, with the least possible interference to school operations during the construction phases. This alternate provides additional spaces required to accommodate a total of 1,200 students and doesn't require any temporary classrooms proposed by Mr. CHERON.

The infrastructure committee is working very closely with Mr. CHERON, to support his efforts in using his vast knowledge and experience, to offer his final design for a most desirable and suitable Expansion Programme.

Correspondences with Mr. CHERON are quite comprehensive, and to save time in going through them in detail, Mr. KAPOOR obtained Board's consent to share the same with the Board Members via email.

Mrs. Aurelie SERVE - Staff Representative, asked when this will be discussed with the teachers/Staff for their assessments and comments. Mr. BALLIEU was requested to respond who assured it will be done when some significant headway is achieved in obtaining the final report from Mr. CHERON.

Following deliberations, the Board concluded that it was preferable to maintain the current student population level for the time being until the question of additional space to accommodate the increase in students is resolved. It was agreed that temporary classrooms would not be built as it would create practical difficulties both for the school and any contractor in charge of construction to address arising from building works. Practical difficulties identified included delays in construction work by the need to be as unobtrusive as possible to the ordinary activities of LFIA, and concerns about the safety of children around a construction site.

Given the challenges identified above, the Board questioned the ability of the LFIA to accommodate the increasing demand for student admission during the construction phase and when the LFIA achieves its goal of admitting 1,200 students. It was raised by M. FOULON Alexandre that there exists a possibility of not being able to meet the demand for admission which inability could result in the establishment of competing schools.



#### **Resolution 04/2022**

*The Directors recalling that the LFIA continues to face limitations of physical infrastructure, and having in mind the need to permanently resolve the questions of limited physical space for the school, and having in mind the danger posed to the safety of children occasioned by construction works, the Board resolved that*

- (i) The Real Estate Project Committee closure was approved.*
- (ii) LFIA would not engage in the construction of temporary classrooms.*
- (iii) In recognition that no construction works could be concomitantly undertaken at the same time as teaching within the school, no construction works would be undertaken to require the school to operate around building works.*
- (iv) That it would reconsider the question and adopt a final position and definitive plan before the end of the academic year.*

- 3. Update on the 2022 Budget.** The Board received a report by Ms. Sylvie BOURGET, Finance Director on the update on the utilisation of the budget for the 2021/22 academic year to the Board. She reported that the utilization of the budget remained according to budgetary provisions. Expected revenue from employers who paid fees on behalf of their employees was also being realised.

In response to a question raised by the Staff Representative as to whether the cost of living allowances for local personnel could be incorporated into the budget, Mrs. WILSON, the Treasurer replied that the question had been raised and is being considered by the Board.

- 4. Update from the Finance Committee.** Mrs. WILSON, the Treasurer on behalf of the Committee presented the report to the Board. In the report, the Committee brought to the attention of the Board that a matter of the payment of tax by an employee on tuition fee exemptions attracted a tax same was assessed as a benefit to the employee. The Board was also informed that it had been advised by the auditors that tax should have been withheld from the employees and paid over to the Revenue Authority for employee beneficiaries of tuition fee exemptions. Further, the amount of the tax which would have to be paid having not been withheld is assessed on the value of the tuition fee exemptions.

The Board in consequence considered and discussed the financial effects such tax payment would have on the employee beneficiaries as the withholding would have to be proportionately and periodically deducted from their future income. This is because the withholding of the tax that had not been affected had been paid to the employees concerned.

Staff representatives alerted the Council to the ability of some employees to bear such a deduction from their salaries, fearing a social crisis.



**Resolution 06/2022**

*The Directors, having considered the Finance Committee's report on the requirement to withhold tax from employee benefits, decided that the Finance Committee should seek further professional advice on the matter and report and make recommendations to the Board.*

**5. Presentation of the search for an HR firm** by Mrs. BAILLY-BECHET on behalf of the HR Commission.

After having interviewed two firms, the commission recommends the LAINE firm to the Council. The committee was asked to present a document detailing the recruitment procedure before giving a final opinion on the recruitment of LAINE.

The Commission promised to provide the requested elements before the end of the week, after which the vote would be taken by email.

**Date of next meeting:** The next Board meeting is scheduled for 11<sup>th</sup> May 2022.

There being no further business, the meeting was adjourned at 7:30 pm.

  
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**Sophie Bailly-Bechet**  
**President of the Board**

  
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**Company Secretary**