



## MINUTES ORDINARY GENERAL MEETING

Thursday 25 May 2023 - 17H30

Membres du CA présents	Invités présents	Excusés
Lara Escales, <i>Trésorière</i> Elvir Perocevic, <i>Trésorier adjoint</i> Florian Carcasses, <i>Secrétaire</i> Natacha Jacobé, <i>Membre actif</i> Alexandre Pheu, <i>Membre actif</i> Francis Baquié, <i>Proviseur</i> Guillaume Josso, <i>COCAC</i> Khouira Drault, <i>Consule</i>	Lavinia Russet, <i>RAF</i> Vincent Baraud, <i>Directrice du primaire</i> Georges Cumbo, <i>Conseiller Consulaire</i>	Laurence Mainguy, <i>Présidente</i> Nathalie Bihoreau, <i>Vice-Présidente</i>

### Open session at 6 p.m.

As the President is absent and excused, the Treasurer presides over the ordinary general meeting.

Present and power of attorney: 85 families, i.e. more than 1/5 of the members present.

The Head of School begins by thanking the families present and makes a brief reminder of how the institution is running (English translation is done by an active member of the CA).

The President of the meeting announced the Agenda:

#### Presentation of the Agenda :

- Presentation of the Financial Results and vote of the 2022 Financial Account
- Election of the External Auditor for 2023
- Election of the new Management Committee
- Other matters

The agenda presented is validated.



## **Presentation and approval of the 2022 financial Results**

An A4 sheet presenting the "Financial Results as at 31 December 2022" was distributed to all attendees.

The presentation of the Financial Results is made by the President of the session and displayed in slideshow (FR/EN).

### **Profit for the financial year:**

The voted budget provides a framework and directions for the year. There are few differences with the budget, which is positive compared to the forecasts made. All thanks to a strict management of expenses.

#### **1) Products**

Tuition fees – 88.58%

Miscellaneous products – 11.42%

#### **Increase: +13.68% vs 2021**

Tuition fees: +2.71%

- Enrolment increase: **Dec 2021** ~ 646 students  
**Dec 2022** ~ 653 students
- Maintenance of 2021 schooling

Miscellaneous products: +36 913 397vt

- Grants received in 2022 (AEFE and the government)
- Decrease in the share of investment subsidies (-25.02%)

#### **2) Expenses**

Payroll costs – 71.83%

Operating expenses – 10.16%

Other expenses – 18.01%

#### **Increase: +14.86% vs 2021**

Salaries employees: +5.82% (approx. 15M vt)

- Increase in the overall wages with changes in category
- Adjusted severances and all provisioned at 100%
- AEFE:
  - Resident participation (+5% - change of index, + hours)
  - Tax on tuition fees (+2% - more students)

Operating expenses: +17.26% (approx. 5.7Mvt)

- Increase in water and electricity (+22.01%: 1.370Mvt)
- Increase in administrative transport (+33.95% following border reopening)
- Increase in continuing education (+2.33Mvt following reopening of borders)
- Control of expenses and little variation

Other charges: +71.14% (approx +28.54Mvt)

- Small increase in depreciation charges: depreciated investments
- Increase in the allocation to provisions for exceptional risks and charges: End of service (Severance) – 100% staff provisioned



- Provision for "Cyclone" charges of 6Mvt
- Increase in the allocation to investment provisions in anticipation of the extension of the school (21Mvt)
- No increase in the allocation to provisions for solidarity funds
- No increase in the allowance for doubtful accounts

### 3) Investments

Classroom and computer equipment: **11 693 939vt**

- SVT class equipment (microscope): 331 822vt
- EPS equipment (gymnastics/hurdles/trolleys): 405 156vt
- Computer hardware: 20 Surface Go tablets, 40 Bluetooth headsets, 34 computers, 5 hard drives, 1 switch, 1 computer server: 10 956 961VT

Miscellaneous equipment: **1 052 199vt**

- Furniture (Table / chair / storage unit / wardrobe): 817 321vt
- Other: 5 household trolleys, 4 fans: 234 878vt

Renovation and development: **1 240 055vt**

- Installation of a secure door at the administration: 702 195vt
- Metal drainage grids: 537 860vt

**Total investment in 2022:** 13,986,193 vt

Operating grant of € 8,464 or 1,011,110vt was received for the development of the park computer science.

4) **The result** ==> +607 141 vt

This year we ended with a negative operating result of -465,477vt.

Added to this is the financial result (favorable this year) and the exceptional result.

### Conclusion Results 2022

#### Operation

- Year still exceptional with a confinement of one month at the beginning of the year and courses given remotely but moving towards a return to normal in the middle of the year with the reopening of Borders.
- Increase in enrolment during the year, which counterbalances the non-increase in schooling.
- Still difficulties in recruiting qualified staff due to the health situation of the first quarter of the year. Training of replacement and novice staff.

#### Results

- Result close to balance and almost identical to 2020 and 2021
- Budget as a whole respected
- Replenishment of the investment line
- Resumption of the School Extension Project suspended in 2020 and 2021
- Increase in number of students confirmed

#### Outlook for 2022:

- Enrolment continues to increase in 2023 → Our ability to sustain the school depends on the

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Lycée Français Jean-Marie Gustave Le Clézio

Port Vila - Vanuatu

BP 40 - ☎ 00 (678) 24 259 - ✉ [lfpv@lfportvila.edu.vu](mailto:lfpv@lfportvila.edu.vu) - Site : [www.lfportvila.edu.vu](http://www.lfportvila.edu.vu)



collective responsibility of parents and disciplined collection of school fees.

- Realize the real estate project
- Retain our current students by improving their work environment and continue recruitment
- Continue to upgrade to IT standards: security, reliability, uniformity now that we have our own computer scientist.
- Continue to upgrade older buildings to electrical standards and maintain them
- Continue to train our teaching and non-teaching staff
- Set up an International Bac section

### **Intervention and questions from parents**

# Request for clarification on the provision on investment

*The Assistant Treasurer replies that it is a provision made with financial perspectives.*

### **Vote for the Result presented**

Number of "against" = 0

Number of "abstentions" = 0

Number of "for" = rest of the assembly

### **18:16 - Conclusion of the vote: The 2022 Financial Results is retained and validated unanimously**

The President of the CA thanked the parents for their vote and their confidence.

### **Appointment of the External Auditor for the financial year 2023**

AJC has been auditing the school's accounts for several years and is familiar with the history and challenges of School. So far, it has also been entirely satisfactory. The cost of its services being the same as on the market.

Proposal of the Management Committee to continue with AJC.

Number of "against" = 0

Number of "abstentions" = 0

Number of "for" = rest of the Assembly

### **18:18 - Conclusion of the vote: AJC is again unanimously appointed as auditor for 2023.**

### **Election of the new Board of Directors (CA) for the 2023 school year**

With the application of the new statutes, the Presiding Officer explains how the election of the Management Board will be run.

COCAC calls for a show of hands. No one is opposed to that.

The President of the meeting recalls and rereads the new statutes concerning the election of the Management Board and validates the vote at the ballot box.

1 leave: Nathalie Bihoreau

6 members are represented: Florian Carcasses, Natacha Galinié, Alexandre Pheu, Elvir Perocevic, Lara Escales, and Laurence Mainguy



1 new candidacy: Leila Levasseur

18:33 - Voting at the ballot box begins

18:49 - End of counting

**Results :**

82 ballots out of 85 families present

The members nominated elected:

- Florian carcasses
- Pheu Alexandre
- Galinié Natacha
- Levasseur Leila
- Perocevic Elvir
- Lara Escales
- Mainguy Laurence

**Conclusion of the vote:** The constitution of the new Board of Directors with 7 members is approved by majority by the Assembly.

**18:50 - Closing of the meeting** by the Chairwoman of the session who thanks the parents for their presence and their trust, and give them an appointment at the next GA.

Meeting adjourned at 6.52 p.m.

*The English version of the minutes is provided for information purposes only.  
In case of conflicts or discrepancies with the original French version, the French version shall prevail.*