

## Minute - CG 16<sup>th</sup> February 2026

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### **In presence of:**

**For the CG elected parents:** Laurent Hay, Benoit Perraud, Lydia Beaumont, Alka Goyal, Lydia Beaumont, Prina Nepal, Agathe Lhomme,

**For the school Management:** Maxence Gatignol, JY Deparis, Ashok Bandhari

**Teachers' representative:** Sylvie Casiulis

**For the Embassy of France:** Elsa Calley

**Excused:** -

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## 1. Monthly report and update from Mr. Deparis

### **Conclusion:**

#### **What is achieved:**

- *Canteen building has been upgraded with sliding windows and flexible plastic in/out system. The canteen is now well insulated from cold, wind, rain and pollution. A few adjustments still need to be done, but the result is already good.*
- *Some rain pipes have been painted.*
- *The main gate is now equipped with a proper locking system, working with Keys, tags, fingerprints and code. Some adjustments still need to be done, but the system is ready for use.*
- *2 new tables have been purchased for the canteen building.*
- *Plates have all also been purchased, with different sizes according to the age of the students. Portions are now better handled with a decent quantity according to the French nutritional standards. Alliance Française is requesting EFIK to make feedback to improve its food quality.*

#### **What needs to be done:**

- *Renovating the Principal's office with UPVC panelling instead of plyboards.*
  - *Creation of a walkway (stone slabs) in the courtyard to prevent slipping*
  - *Replacing existing wooden windows with better insulated UPVC windows (to be done during long holidays – tentatively during the monsoon 2026).*
  - *Gas supply is a problem nowadays across Nepal. EFIK is also impacted and dedicated staff has been ordered to investigate this matter to avoid any critical shortage of cooking gas and heating gas.*
  - *Some furniture need to be replaced in classes, as well as some chairs (to be followed up).*
  - *1 to 2 laptops will be delivered in the coming days.*
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## 2.Finance

- **Follow up - Change the name for the French bank account. Where do we stand?**

**Conclusion:** *Still going on but moving forward. Work expected to be complete within 2 weeks.*

- **Discussion on loyalty / discount program**
  - Not budgeted, to be discussed later
  - Some parents have raised this concern
  - Looking for new children is important, but keeping existing children is vital for the school

**Conclusion:** *Time didn't allow this topic. To be discussed at a later meeting.*

- **Financial Regulation document to be updated**

**Conclusion:** *Administration Manager advised that the financial regulation document be updated as soon as possible, to avoid short term admission for a couple of weeks as it happens often in June. EFIK's policy doesn't allow short term admissions as such and all documentations available to families should be aligned to that policy.*

*General Conditions of Employment (in priority) / salaries grid / Statute need also to be review. By an HR subcommittee*

- **Concern reported by representative of teachers about foreign exchange rates and salaries paid in NPR**

**Discussion:** *Mrs. Casiulis reminded that the EUR/NPR exchange rate has increased by 6.5 % since September 2026 according to Nepal Rastra Bank and is expected to increase again. She also informed that some of the expat staff need from time to time to send a part of their salary for private purpose (family needs, flight tickets, loans, travels, etc...). Mrs. Casiulis proposed to establish a fix Forex applying from September to June, to avoid fluctuations and an easier management of staff's salary.*

*Principal reminded that the work contract is settled in NPR, with an indicative EUR/NPR Forex as an information. He also reminded that only families working in international organisations can pay their school fees in EUR / most of families are paying in NPR. However, keeping a good stock of EUR remains important for the strength of EFIK's finance.*

*CG also reminded that a salary adjustment is taking place every January, specifically to adapt to the local inflation and possible Forex fluctuation. Additionally, it is important to keep in mind that we need to sustain an equity between expat staff and local staff.*

**Conclusion:** *This is a wide topic that cannot be decided in a few minutes and CG needs to investigate this matter deeper. To be discussed at a later meeting.*

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### 3. Human Resources

- **Recruitment for next school year. Job map**

**Discussion:** *Principal wanted to share his job map for 2026/2027 as, in case a new staff would need to be recruited (for instance following a departure of a staff or a contract not renewed), a recruitment campaign would have to be organised timely and with anticipation, if EFIK wants to recruit highly qualified staff. The submission of recruitment files usually falls latest in mid-March. Principal raised his concerns about CNED classes that would probably require to be restructured as it was in the school year 2024/2025 (2 full time teachers) and in compliance with concerned staff's contract modalities. The ongoing job map has been implemented as an experimentation based on 50 students, but the current budget was settled with 39 students, requiring going back to the successful job map of 2024/2025, looking more sustainable financially and complying with other similar French schools (such as in Dhaka or Colombo, having more student than EFIK). Principal lastly reminded that HR budget represent 69 % of the global budget of EFIK, while EFIK's accountant advises it should be not above 55 % to 60 %.*

**Conclusion :** *A CG discussion was initiated about this concern as it would impact the budget and the Human Resources. This subject requires more time, analyses and discussions to be decided. A meeting has been scheduled on Tuesday 17<sup>th</sup> February between the Principal, the CG member in charge of HR and the President to collect more information about this matter and get a better overview about the needs of the schools in terms of educational staff, compliance with the budget and find the best compromise for all.*

*The matter will therefore be discussed while the 17<sup>th</sup> February meeting will be completed and the decision shall come as soon as all CG Members have expressed their views.*

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### 4. Communication

**Discussion:** *Overall, after the employment of Communication Managers, EFIK is slowly getting present in social medias. EFIK should now start slowly to monitor the impact of this presence. Communication Managers' contract will expire at the end of June 2026. Principal to monitor if they intend to renew their contract or if we need to recruit a replacement or define another communication strategy.*

- **Students card**

**Conclusion:** *New communication Managers are in charge of it. Design is ready and a EFIK is in the process of getting an agreement with a printing press.*

- **Flyers/Kakemono / extra sticker school bus (admission open)**

**Conclusion:** *Done for a first batch. Next step is to print more for exposure at AFK and French Embassy, as well as all concerned organisations that might attract children and families. Flyers to be distributed in embassies (GB, EU ?)*

- **New camera required**

**Conclusion:** *Principal reminded that a good multi tasks camera would be required at EFIK to be able to edit better quality photos and video works. The investment would be below 500 EUR.*

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## 5. Family events in the school compound.

**Conclusion :** After discussion, it seemed not relevant to open the playground only to adults who would like the children to join. For the principal, school cannot become a place of leisure for families, the responsibility of the school and of the principal is fully involved when public is inside the premises.

Only an event organized by the school and the team, can welcome families and students.

Several important dates for possible events will take place until end of June 2026: Spring of poets (including adults?) May of languages (to celebrate our diversity? language games and workshops, food of my country?), International Music Day, End of the year festival, ...

Subject to be discussed when required.

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## 6. Elections on 5th March 2026 and high probability of political instability




**Conclusion:** *Election will luckily fall during the February/March school holidays. However, though everyone hopes for a smooth election, it might be possible that the publication of the results could be delayed and that a political instability would rise. EFIK therefore requires to get ready with the possibility of online class for some time. Additionally, Embassy's Deputy Head of Mission reminded that the French Foreign Ministry is permanently monitoring the situation and will coordinate closely with the school Principal to assess the situation and determine a security and safety protocol for students and EFIK staff.*

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**Next meeting is scheduled on Tuesday 31<sup>st</sup> March 2026 at 17h30.**

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## SIGNATURES

EFIK PRESIDENT	EFIK GENERAL SECRETARY	EFIK PRINCIPAL
<p><b>Mr. Laurent HAY</b></p> <p>Le 19/02/2026</p> 	<p><b>Mr. Benoît PERRAUD</b></p> <p>Date, signature</p> <p>Le 19.02.2026</p> 	<p><b>Mr. Jean-Yves DÉPARIS</b></p> <p>Date, signature &amp; EFIK stamp</p> 

***This Minute is composed of 4 pages.***