

Minute - CG 31st March 2026

In presence of:

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

For the school Management: JY Deparis

Teachers' representative: Sylvie Casiulis

For the Embassy of France:

Excused: Virginie Corteval, Agathe Lhomme, Maxence Gatignol, Ashok Bandhari

1. Monthly report and update from Mr. Deparis

- As of today, 47 students expected to register at EFIK for the next school year. This is encouraging. A lot have not yet confirmed. To be followed up.
 - New windows installation date needs to be decided. It could take place during spring holidays. Most important is to make sure that the class work is not disturbed.
 - Furnitures also need to be replaced with more user friendly ones. Principal is on it.
 - A proper alley in the parking zone should be built during the monsoon holidays. Compound owner to be consulted for approval first.
 - A lot of small maintenance works are required on a daily basis at EFIK. A handyman is required.
-

2. Finance

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

The bank has requested additional documents from the President. It is at the final stage as assured by the bank.

- **Loyalty program**

Topic to be discussed for the next budget.

- **How to deal with foreign exchange rates ?**

Discussion on the foreign exchange rates and budgeting.

Principal's comments:

- AEFE contributions, salary, staff Insurances, exam fees, CNED, SOFIP, scholarships are fixed in Euro. Maintaining our fees in Euro is essential for fiscal stability, as our annual savings currently remain under € 100,000. With enrollment numbers trending downward, fixing prices in NPR would make it nearly impossible to cover our Euro-denominated obligations, leaving us struggling just to reach a break-even point.

Secretary's comments:

- The rise of the EUR / NPR remains an issue for families paying their invoice in NPR. The time lapse between the budget settlement and the payment of the invoice is wide, permitting a possible high fluctuation of the forex. It would be advised to find a proper way enabling the school to prevent high fluctuation and keep both parents and EFIK's finances in a safe and fair situation.

Treasurer's comments:

- It's difficult to find an easy solution. The problem is similar with what has been discussed in the last meeting with salaries to be paid in euros or rupees.

Conclusion : to be discussed while settling the next budget.

- **Financial Regulation document has been updated**
-

3. Human Resources

- **Recruitment for next school year. Job map**
- **Recruitment**
 - The current Administration Manager has expressed his intention not to renew his contract at the end of the school year. Recruitment in progress. Lots of profiles received being reviewed in view of their interviews as soon as possible.
 - Ram will take his well deserved retirement at the end of the school year. His replacement is also in progress.
 - EFIK's salary scale should be settled and framed as per staff categories and not as per personal qualification.
 - It has been noticed that some outsourced extra activity teachers sometimes send substitutes without prior notice, which is against their contract modalities with the school. That should no more take place and a better monitoring system of all outsourced teachers and new employees should now take place to make sure that the safety of the children and the educational quality are preserved.
 - Job map. CG agrees at the unanimity to reshape the school job map, and more precisely the CNED. Instead of 1 full time teacher + 2 part time teachers, CG has decided to implement a 2 full-time teacher structure, totally dedicated to CNED only. This practice has been observed in other French schools and it works. Concerned CNED staff are enthusiastic about this idea.

- **Documents to be updated**

General Conditions of Employment (in priority) / salaries grid / Statute need to be reviewed. By an HR subcommittee. This task becomes important. President and Secretary to look at it with the Principal.

4. Communication

- **Communication Managers** will stay 1 more year before leaving Nepal. They informed us, they will be available and would like to continue to work for EFIK.
 - EFIK might possibly be interested in sponsored contents in social medias. School would therefore need a USD credit card. Principal to look into it and explore banks' options.
 - **Students card done**
 - **Flyers / brochures** to be displayed in different places
-

5. Role of Committee

- **Principal has expressed the wish to clarify, in accordance with AEFE agreement, the role of the CG in the school management**

It seemed necessary after misunderstandings about the role of the CG in the staffing map and the procedures for communicating with employees

CG is indeed in charge of all decisions related to budget and long term strategic vision of the school. CG therefore has the authority, by its vote, to decide all budget questions and school fees, as well as all the breakdown of all the school expenses.

The Board of Parents delegates responsibility for the smooth running of the EFIK in terms of material, human, property and financial matters. The principal has authority over all EFIK staff. He or she is responsible for the recruitment of new staff or dismissals, and submits proposals to the Board of parents. Decisions relating to recruitment and the administrative management of staff contracts under local law fall within the remit of the Board of Parents .

In any event, the Board of Parents must under no circumstances interfere in staff management or the day-to-day running of the school. Any request from a member of staff wishing to speak with a member of the Board of Parents, or from the Board of Parents wishing to meet a member of staff, must first be addressed to the Principal. If necessary, a tripartite meeting may be organised with all parties concerned.

The Principal points out that, since his arrival in September 2024, he has never ceased to work towards genuine cooperation with the parents of the Board. All key issues are addressed jointly, through constructive dialogue, in light of the progress EFIK has made since september 2024. It is through mutual trust and recognition of each other's areas of expertise that our school will be able to meet the challenges that lie ahead.

The association, represented by its president, ensures the proper implementation of the agreement signed with the AEFE, a public body under the Ministry of Foreign Affairs.

The Principal, recruited and remunerated by the AEFÉ, bears full responsibility for the organisation and educational operation of the school, as well as for school life. He or she ensures compliance with accreditation regulations.

6. Events




Several important dates for possible events will take place until the 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,

These topics need to be discussed through the School Council.

Next meeting is scheduled on 21st April 2026 at 17h30

SIGNATURES

EFIK PRESIDENT	EFIK GENERAL SECRETARY	EFIK PRINCIPAL
<p>Mr. Laurent HAY</p> <p>Date, signature</p> <p>08/04/2026</p> 	<p>Mr. Benoît PERRAUD</p> <p>Date, signature</p> <p>02/04/2026</p> 	<p>Mr. Jean-Yves DEPARIS</p> <p>Date, signature & EFIK stamp</p>  <p>Ecole Française Internationale de Katmandou</p>

This Minute is composed of 4 pages.