

# STUDENT PARENTS ASSOCIATION OF THE FRENCH INTERNATIONAL LYCÉE DE VILNIUS

## Statutes

**Article 1:** Since 1994, an association governed by the law of July 1, 1901 and the decree of August 15, 1901 under the name ASSOCIATION DES PARENTS D'ÉLÈVES DU LYCÉE INTERNATIONAL FRANÇAIS DE VILNIUS has been founded between the members of these statutes. for acronym: APELIFV. The association is registered with the French National Register of Associations and at the Paris Police Prefecture under the RNA number : W751114821.

The headquarters of the association is located at:

Association of Parents of Students of the Lycée International Français de Vilnius

at FAPEE

101 boulevard Raspail

75006 Paris

France

The association's management address is at :

c / o LIFV Silo g. 13

10317 Vilnius Lithuania

The parents' association of the Lycée international français de Vilnius is hereinafter called "the association." "

**Article 2: Aims of the association :**

-to create and administer a Lithuanian educational establishment, "Lycée international français de Vilnius", (hereinafter referred to as "LIFV"), which also bears the name of Montesquieu, under agreement with the AEFÉ and whose contents education are in accordance with the curricula defined by the French Ministry of National Education and recognized by the Lithuanian Ministry of Education and Science.

-to allow the schooling, by all useful means and through the LIFV, of children of French families, of the Francophone or Francophile community of Vilnius.

- to promote the teaching and dissemination of the French language and culture in Lithuania.

The association is making every effort to open kindergarten, elementary and secondary classes in the LIFV premises or in any other setting that seems suitable.

### **Article 3: Missions of the association**

The association rents the premises it owns to LIFV to enable it to carry out its teaching mission.

The association recruits LIFV employees in collaboration with the head of the establishment and in accordance with the rules in force within establishments approved by the AEFÉ.

The association ensures the financial management of LIFV in order to promote both its development and its sustainability.

### **Article 4: GENERAL ASSEMBLY**

4.1 Members: APELIFV are ex-officio members of parents whose children are educated at LIFV. Membership of the association is lost on the date of the removal of the child (or the last child in the case of siblings) from the LIFV registers.

4.1.1 Benefactor members: Any natural or legal person can become a benefactor member of the association in order to help it achieve its objectives. The minimum contribution is set at 29 euros. The quality of benefactor member does not give the right to vote. On the other hand, the benefactor members can participate in the various meetings (general assembly, commission) on invitation of the office.

4.1.2 Honorary members: all former presidents of the association's office and former French ambassadors are considered honorary members of the association. The quality of honorary member does not confer voting rights. It does not imply to contribute to the association.

4.2 Notice of meeting: The general meeting is convened by the board at least once a year, by notice sent at least thirty days in advance and the draft agenda of which appears on the notice. The extraordinary GA can be convened by 1/3 of the members of the association, by the president or by the board, at least fifteen days in advance.

4.3 Format : The general assembly is convened either face-to-face or remotely by the use of computer resources (visio and / or audio conference). In this case, a place where members of the association will be found will be designated as the official place of the general assembly and will be mentioned in the convocation.

4.4 Decisions - vote:

4.4.1 Voting: At a general meeting, decisions are taken by a simple majority \* of valid votes cast according to the "one child, one vote" principle. In the case of separated parents, it is the parent with whom the child usually resides who has the right to vote. A member unable to participate in the general assembly can give mandate to another member. A mandate represents the totality of the votes of a family. The number of money orders received is limited to a maximum of 5.

In the case of a remote general meeting : - the vote is organized through a digital application allowing a confidential, sincere, transparent, available and accessible vote. - voting by mandate is not allowed

\* Simple majority: method of suffrage, when the votes "for " outweigh the "against".

4.4.2 Quorum: The general assembly can only be held when 30% of its members plus one are present or represented. If the quorum is not reached, a new general meeting is called at the latest one week after the first, without any quorum condition this time.

4.5 Competences: The general assembly hears the reports on the financial and moral situation of the association. It approves the accounts for the closed financial year, votes the budget for the following financial year, deliberates on the questions put on the agenda and provides, if necessary, for the renewal of the members of the office.

On the proposal of at least a quarter of the members of the association, the general assembly can request the dismissal of the office. In the event of a favorable vote, new elections are organized within fifteen days. The members of the office are dismissed as soon as the results of the new elections are proclaimed. The general assembly adopts the modification of the statutes of the association presented by the office.

## **Article 5: Office**

### 5.1 Composition:

The office is composed of a president, a vice-president, a secretary, a treasurer and five members. The members of the office meet immediately after the elections of the general assembly in order to assign the various roles and through internal elections. The president and the treasurer are of French nationality.

### 5.2 Eligibility - seats to be filled - candidatures - Elections:

5.2.1 Eligibility: Members of the association who have no debt to LIFV are eligible. Within the bureau, four seats (including the president and the treasurer) are reserved for candidates who are citizens of French-speaking countries (of which French is one of the official languages). In the event that there are fewer French-speaking candidates than seats to be filled, these seats are open to everyone.

5.2.2 Seats to be filled: Thirty days before the general meeting is held, the board determines the number of seats to be filled. Vacant seats within the bureau concern members who resigned before the end of their mandate or members who have reached the end of their three-year mandate. The office prepares the elections by distinguishing the seats to be filled according to the length of the mandate. The agenda of the general assembly must specify the number of years of each mandate. For example: three members of the bureau have completed their three-year term, so three seats will be vacant for a three-year term. In addition, if a member resigns during his second year of mandate, an additional seat will be filled, for a mandate of one year only.

5.2.3 Nominations: Nominations are submitted by mail to the office at least fifteen days before the general meeting is held, on the form provided for this purpose.

5.2.4 Elections: The members of the office are elected by a simple majority during the GA, by a secret ballot vote. As a rule, the members of the bureau are elected for three years. In the case of seats to be filled with a mandate of less than three years, the number of years of mandate of each seat is specified. The renewal of the office takes place by thirds each year. Retiring members may be reappointed. The mandate of the president cannot exceed three consecutive years.

### 5.3 Decisions - representation - conflict of interest - resignation:

5.3.1 Decisions: Within the board, decisions are taken according to the principle of one person = one vote, by an absolute majority of the members present or represented. Blank or null votes are counted. In the event of a blockage, when the result of a vote does not allow an absolute majority to be obtained and the result is identical twice in a row, the president's vote is decisive. A member of the board whose debt vis-à-vis the school is greater than 31 days loses his right to vote until his financial situation is regularized.

5.3.2 Representation: The members of the office unable to attend the meetings can be represented by a member of their choice to whom they can entrust a written authorization. A member of the board cannot be represented more than twice consecutively. A member present cannot have more than one power.

5.3.3 Conflict of interest: in the event of a conflict of interest, the members of the bureau concerned cannot take part in the vote.

5.3.4 Resignation: any member of the board may submit his resignation to the board, which takes note of it. A member of the board absent for more than half of the annual meetings is considered to have resigned: his resignation is then examined by the board and put to a vote. In the event of eviction, the seat will then be considered vacant on the occasion of the next elections of the bureau.

5.4 Meetings: Meetings are convened 7 days in advance according to an agenda specified in the convocation, either by the president or by a quarter of its members. The members of the office must inform in writing of their presence or their absence at the meeting. In the event of a planned absence, they must indicate in writing to whom they are entrusting their authority. The members of the bureau must be able to be informed of this before the meeting is held. The office meets at least once a quarter. The drafting and distribution of the minutes of the meetings to the members of the office is carried out within 30 days following the meeting.

### 5.5 Role - skills:

The office is responsible for the execution of the decisions taken during the general assembly.

The office proposes the modification of the statutes to the general assembly.

The office convenes the general assembly.

The office convenes an extraordinary general assembly at its request or at the request of the majority of the members of the association.

The office votes the budget: it decides on the rates of the contributions and the destination of the expenses. The office presents the budget to the general assembly. The office recruits and fires school employees on the proposal of the head of the school.

The office decides on membership or exclusion requests.

The office informs the members of the association of its activity.

### **Article 6: president-vice-president-secretary-treasurer - working groups**

6.1 The president: he organizes and directs the activity of the office, represents the association in its contracts with French or Lithuanian institutions as well as with Lithuanian establishments, reports on its activities to the office. He signs the children's enrollment contracts.

6.2 The vice-president: he replaces the president if the latter is unable to attend.

6.3 The secretary: he liaises between the board and the general assembly. He keeps an up-to-date register of office proceedings, absences and attendance at meetings.

6.4 The treasurer: he verifies the regularity of the accounts of the association as well as those of the school.

6.5 Working group:

The office can create a working group when an issue requires further study. This working group, composed of 2 to 4 members, can authorize within it

The presence of one or more external persons whose advice or expertise is deemed useful.

#### **Article 7: Associate members of the association**

Any member may leave the association or withdraw their children from LIFV after giving one month's notice, it being understood that any month started is due. By decision of the board, any member may be excluded from the association and may have to withdraw their children from LIFV if they do not pay their contributions within the time limits provided for the registration of the children.

#### **Article 8: Resources of the association**

The association's resources come from:

- rents paid to it by LIFV for the use of the property (s) it owns; - any subsidies from French or foreign institutions;
- donations in kind (books, educational material, etc.) or in cash from private individuals or companies.

#### **Article 9: Allocation of the association's resources**

The association's resources are affected:

- the repayment of the real estate loan taken out for the acquisition of real estate;
- payment of expenses incurred by the association for its operation.

The association holds a bank account in France and Lithuania.

#### **Article 10: Duration - dissolution**

The association is formed for an unlimited period. The activity of the association may nevertheless be terminated by decision of the general assembly meeting in an Extraordinary Assembly.

Done in Vilnius, on 11/19/ 2021

President

Isabelle FOGOLA

A handwritten signature in blue ink, appearing to read 'Isabelle FOGOLA', written over the printed name.

Treasurer

David BOULET