

APEEE BXL II – WOLUWE
RESOLUTIONS VOTEES & DECISIONS APPROUVEES
PAR LE CONSEIL D'ADMINISTRATION 2018
(période du 7-2-2018 jusqu'à 24-1-2019 inclus)

**DECISIONS PRISES PAR LE CONSEIL D'ADMINISTRATION ET L'ASSEMBLEE
GENERALE EN REUNION**

**DECISIONS TAKEN BY THE BOARD AND THE ANNUAL GENERAL MEETING DURING
THE MEETINGS**

C.A. 7-2-2018

I Agenda points:

1. Approval of the agenda: Agenda is approved taking into account adding the point of Ruta Avulyte-Jelage on Tour de table.
2. Approval of the minutes of the Introduction meeting of 1/2/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.
3. Tentative dates of Board meetings 2018: tentative dates of Board meetings 2018 are proposed to the Board members. Proposition is made to change the date of the December Board meeting from 6/12 to 4/12. All Board members agree.
Decision: tentative dates of Board meetings 2018 are approved, taking into account the change of date of the Board meeting of 6/12 to 4/12/2018

II Elections:

- 1) Elections of the President, Vice-Presidents, Bureau members and working group coordinators.
The various functions of the bureau members and working group coordinators are outlined and the elections are organized.

Chairperson & Bureau:

- President: **Francesca Tudini**
Votes: Francesca Tudini is elected unanimously
- Vice-president Administrative affaires: **Johan Melander**
Votes: Johan Melander is elected unanimously
- Vice-president Pedagogical affaires: **Bettina Schmidbauer-Mogensen**
Votes: Bettina Schmidbauer-Mogensen is elected unanimously
- Treasurer: **Jovita Lazdiniene**
Votes: Jovita Lazdiniene is elected unanimously
- Secretary: **Albert Raedler**
Votes: Albert Raedler is elected unanimously
- Information secretary: **Andreas Rogal**
Votes : Andreas Rogal is elected unanimously

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- Board member without Portfolio: **Kasia Horemans**
Votes: Kasia Horemans is elected unanimously

Working group coordinators and the members of the pedagogical groups:

- Working group coordinator for Interparents: **Andreas Rogal**
Second member: **Jan von Pfaler**

Decision: Andreas Rogal is elected as coordinator for Interaprents and Jan von Pfaler is elected as second member for Interparents.
- Members: all members of the Board.
- Working group coordinator for kindergarten and the primary (CEP&M):
 - Working group coordinator: **Anthony Bisch**
Decision: Anthony Bisch is elected as working group coordinator for CEP&M
 - Members:
German section: Albert Raedler – Backup: Anthony Bisch
Anglophone section: Saïda Khanboubi
Finnish section: Jan von Pfaler
French section: Ana Dumitrache – Backup: Mounia Benyahia
Italian section: Guido Ricci & Francesca Tadini
Lithuanian section: Ruta Avulyte-Jelage – Backup: Jovita Lazdiniene
Dutch section: Jeroen Janss – Backup: Sanjee Goonetilake
Portuguese section: Cristina P.M. Sarmiento
Swedish section: Bengt Davidsson – Backup: Christian Bondeson-Eggert
- Working group coordinator for secondary (CEES):
 - Working group coordinator: **Vanessa Aulehla**
Decision: Vanessa Aulehla is elected as working group coordinator for CEES
 - Members:
German section: Bettina Schmidbauer-Mogensen
Anglophone section: Andreas Rogal
Finnish section: Johanna Saarentalo-Vuorimäki
French section: Mounia Benyahia – Backup: Ana Dumitrache
Italian section: Vanessa Aulehla – Backup: Guido Ricci
Lithuanian section: Jovita Lazdiniene – Backup: Ruta Avulyte-Jelage
Dutch section: Katarzyna Horemans
Portuguese section: Manuela Caramujo
Swedish section: Johan Melander – Backup: Bengt Davidsson
- Discussion is held on the role of parent volunteers and whether they can be invited to the working group meetings. Parents that have expressed their interest or requested to participate in APEEE working groups/task forces can be invited by the respective working group coordinator to participate in the activities of the working group. Parents invited to participate in the working group can take part in the discussions but do not have the right to vote. If an issue is sensitive or confidential, they can be invited to leave for that specific point.
- The topic is raised about the importance of the development of a Coordinator for Volunteers in order to follow up the database of volunteers and to help the volunteer team. Proposition is therefore made to create the function of coordinator for volunteers and coordinate the volunteers database for all sections. S. Goonetilake is volunteering to take on the task of coordinator of volunteers.

2) Identification of working group members

Working group coordinators and the members of the operational groups:

- Canteen group: coordinator: **Bettina Schmidbauer-Mogensen**
 - Members: Albert Raedler, Johan Melander, Anthony Bisch, Sanjee Goonetilake, Saïda Khanboubi, Johanna Saarentalo-Vuorimäki
- Transport group: coordinator: **Albert Raedler**
 - Members: Johan Melander, Anthony Bisch, Guido Ricci, Vanessa Aulehla, Bengt Davidsson

- Extra-curricular activities: coordinator **Katarzyna Horemans**
 - Members: Johan Melander, Andreas Rogal, Jeroen Janss, Albert Raedler, Ana Dumitrache, Bettina Schmidbauer-Mogensen, Ruta Avulyte-Jelage, Francesca Tudini
- IT Group: Coordinator: **Johan Melander**
 - Members: Anthony Bisch, Jovita Lazdiene, Saïda Khanboubi, Bengt Davidsson, Jan von Pfaler
- Health, Safety & Security: Coordinator: **Bengt Davidsson**
 - Members: Johan Melander, Anthony Bisch, Ana Dumitrache, Francesca Tudini, Jeroen Janss, Bettina Schmidbauer-Mogensen, Ruta Avulyte-Jelage, Jovita Lazdiene, Manuela Caramujo, Vanessa Aulehla, Johanna Saarentalo-Vuorimäki, Sanjee Goonetilake, Saïda Khanboubi

Discussion is held on the content of the working group and what topics should be handled in the Health, Safety & Security working group. Decision is taken that topics such as drugs, bullying etc are part of this working group, but will be discussed in separate focus groups within the working group.

- Communication working group: Coordinator: **Andreas Rogal**
 - Members: Ruta Avulyte-Jelage, Johan Melander, Francesca Tudini, Christian Bondeson-Eggert, Ana Dumitrache
- Budget group: coordinator: **Jovita Lazdiniene**
 - Members: Francesca Tudini, Albert Raedler, Johan Melander, Bettina Schmidbauer-Mogensen
- Enrolment policy working group: A group which discusses the position of the APEEE regarding the enrolment guidelines to be submitted to the BoG.
 - Coordinator: **Katarzyna Horemans**
 - Members: all members of the Board.
- Compliance & risk assessment: coordinator: **Albert Raedler**
 - Members: Johan Melander, Bengt Davidsson, Ruta Avulyte-Jelage, Jeroen Janss, Jan von Pfaler
- Welcome Policy working group: coordinator: **Ana Dumitrache**
 - Members: Manuela Caramujo, Andreas Rogal, Ruta Avulyte-Jelage, Cristina P.M. Sarmento, Sanjee Goonetilake, Bettina Schmidbauer-Mogensen, Vanessa Aulehla
- Active Community working group: coordinator: **Cristina P.M. Sarmento**
 - Members: Manuela Caramujo, Ruta Avulyte-Jelage, Kasia Horemans, Sanjee Goonetilake
- Education support working group: coordinator: **Manuela Caramujo**
 - Members: Jan von Pfaler, Andreas Rogal, Saïda Khanboubi, Jeroen Janss, Sanjee Goonetilake

Focus persons for the following topics:

- SWALS: will be included in CEP&M & in CEES working group.
- Cat II & III students: will be included in the enrolment working group.
- Question is raised whether a focal person for the end of year activities for the S1 to S5 students can be appointed? This person would help the secondary school management to find activities which the school could organise for the students S1 to S5 during the month of June. Meeting with Lea Andries is scheduled. Kasia Horemans, Saïda Khanboubi and Andreas Rogal will join Manuela Caramujo to the forthcoming meeting with Ms Hilde I think, not Lea Andries.

Action point: M. Caramujo to confirm date and time of the meeting with Ms Andries. A coordinator to be appointed following the meeting

Task forces

- Drugs will be included in the working group Health, Safety & Security.
- Brexit: Andreas
- Mobility programme: Andreas Rogal, Francesca Tudini, Albert Raedler, Bettina Schmidbauer-Mogensen

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- o Volunteer database coordinator: Sanjee Goonetilake
Members: Katarzyna Horemans, Francesca Tudini, Ruta Avulyte-Jelage, Bettina Schmidbauer-Mogensen, Manuela Caramujo, Ana Dumitrache, Cristina P.M. Sarmento

Action point: A. Galle to fill out the APEEE structure document with the names of the elected Bureau members, the names of the working group coordinators and the names of the working group members and send it to the Board members for check-up. Final APEEE structure document to be published on the APEEE website.

III. Discussion points and vote:

1. Save the Children - Run for life event: cost / result: decision was made by the previous Board to donate 500 euro to the organization Save the Children.

Action point: K. Horemans to prepare a letter for Save the Children in order to donate 500 euro from the Run for life event.

2. Meeting time: proposition to have the meetings start at 19:00. Proposition is accepted.

Decision: the Board 2018 meetings will start at 19:00.

IV Any other business:

- 1) Results of the General Assembly of 29/1/2018 - document with mandates: All members of the Board have received the document with the results of the elections as well as the document indicating the length of mandate of each Board member. Results signed by the President of the electoral office will be published on the APEEE website, as well as the document concerning the mandates.

C.A. 5-3-2018

Agenda points:

- a) Approval of the agenda: Agenda is approved taking into account adding the points of
 - a. Prix de mémoire under II discussion points and vote;
 - b. Woluweinfo Newsletter under point IV any other business;
 - c. Info on enrolment policy
and postponing the point on update of delegation of authority to next Board meeting.
- b) Approval of the minutes of the Board meeting of 7/2/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

II Discussion points and vote:

Priorities for 2018 of the working groups:

Interparents: the following point was identified as priority for 2018 for Interparents:

1. Regular meetings with the Board members on Interparents

CEES working group: the priorities of the CEES working group will be presented at the next Board meeting.

Canteen working group: the following points were identified as priorities for 2018 for the canteen working group:

1. Installation of self service in the canteen of the staff: survey on self service has been mailed to all teachers and schools staff. The survey shows that already more people are willing to try out the self service than the actual number of people eating at the moment at the canteen of the staff. Request from teachers for self service has been existing quite some time. Mail will be sent to Board with proposal budget of 40.000 euro in order to install the self service. Once the budget is approved the audit concerning the electricity in the canteen of the teachers can be done. It's needs to be checked whether the electricity in the canteen of the staff is adequate to support the self service system.
2. Continue to improve the quality of the meals

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3. Improve the communication with the stakeholders by:
 - Organize visit of the kitchen for parents / teachers
 - Organize visit of the kitchen for children
 - Write articles for WoluwInfo Newsletter

Transport working group: the following points were identified as priorities for 2018 for the transport working group:

- 1) Revisiting the bus parking agreement with the school: the bus parking agreement of 2012 attributes certain obligations on APEEE and school which are not always complied.
- 2) Bus parking: installation of chalet for transport staff on bus parking.

Extra-curricular activities working group: an extra-curricular activities meeting will be organized in March. Points on the agenda are:

- Managing the expectations of the parents;
- Dealing with the limitations due to the limited space;
- New activities to be developed;
- Aligning the pick-up procedure for the parents of kindergarten children at the APEEE supervision with the pick-up procedure which is already implemented for the parents of the kindergarten children at the supervision of the Garderie of the Commission;
- Other points raised by APEEE.

IT Working group: the following points were identified as priorities for 2018 for the IT WG:

- 1) GDPR, safe storage of the APEEE data: at the IT meeting M. Attoresì, one of the leading experts on the GDPR directive, informed that the best protection when processing of data is carried out is done within the 365 environment. This is one of the advantages of having email accounts within the environment and documents in there. The IT group endorsed the decision by A. Galle and A. Sioen that our office staff will move to Office 365 (Germany) in order to save our data on something safer than a hard drive and make historical data available for the whole office in line with access rules that will be set by A. Galle and A. Sioen, reviewed by A. Bisch. This will cost be maximum 165 (ex VAT) Euros/month and falls within A. Galle's budget.
- 2) Data Protection Officer (DPO): MCH (supplier of Winbook solutions to our system, including new billing software) will be approached to see what it would cost to have them as the legally obligatory Data Protection Officer (DPO) for 2018 and possibly beyond if we cannot find a solution together with the other Belgian APEEE's. Decision for 2018 to be taken when cost available according to delegation of authority. Beyond 2018 will depend on the other APEEEs.
- 3) E-billing: the IT group strongly support the move to electronic billing that will happen over the next 12 months. It will save postage, paper cost and handling cost. The following steps are planned:
 - a. before end of June: users can opt in to receive invoice by email
 - b. before end of November: users can opt out from receiving invoices by email
 - c. before end of February 2019: obligatory (exceptions will be allowed when approved by A. Galle)
- 4) Volunteering database: users of our database will be given the opportunity to opt in to the Active Volunteers and Mentors group, if technically and work wise feasible. The active community will be the continuation of what R. McCarthy launched last year and mentor so we can provide a possibility to meet a real life

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person who works with a field that a secondary student might find interesting. More will come after the cost and feasibility has been better understood.

- 5) Update password in the secured zone: questions have been raised on how passwords are reset. A. Sioen has updated the method, it is in testing and should soon be available. He will prepare a communication on this for the parents.

Health, Safety & Security working group: For this year, the working group has identified the following priorities:

- 1) to ensure a good and healthy micro-climate and wellbeing for the pupils;
- 2) to ensure that occupational health and safety assessment of the school will be organized, that the school is aware of associated risks and is in compliance with regulations and policies;
- 3) to support the school to identify major infrastructural problems of the school site and support them in their contacts with appropriate authorities and agencies;
- 4) to foster the exchange of information with the school aiming at offering a safe, secure and child-friendly school environment for the pupils.
- 5)

Based on the priorities, detailed programmes or action list to be developed by the working group.

Communication working group: the following points were identified as priorities for 2018 for the communication WG:

- 1) Prepare APEEE communication policy and guidelines;
- 2) Review existing channels, in particular the APEEE website;
- 3) Contribution of all Board members to the WoluwInfo newsletter

Enrolment policy working group: overcrowding that is taking place in all schools in Brussels is a fact since a few years; it looks like many parents who wish to have their children enrolled in the school of their first choice will actually not get this place; Central Enrollment Authority (CEA), being the sole instance that is responsible for enrollment policy, drafts each year an enrollment policy paper that stipulates the legal basis and the general conditions of enrollment for a given year; parents enrolling their children in our school may receive a negative response once the enrollment process is finalized; it may be the case for the sections in which the number of children has reached the threshold as indicated in the enrollment policy paper; CEA tries to seek the solution and attribute the place in another school in Brussels; as in the nursery and primary cycle, there is the place in the Berkendael site, it is likely that the overarching number of pupils in the sections where the maximum number of pupils is reached will be directed to that site and, as a consequence, a flying class in Berkendael is created; we speak at the moment about the SV, IT, PT classes.

Mr Sharron has asked M. Debusschere, who's the Prevention & Safety advisor of the Central Bureau, to conduct an assessment study together with Arista in order to obtain a legal base for refusing new enrolments.

Active community working group: meeting will be organized this Thursday 8/3. During that meeting the priorities will be discussed.

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Welcome policy working group: a meeting will be organized. During that meeting the priorities will be discussed. Interaction with the other working groups will be crucial. One key issue to be solved is if we want to extend this welcome service to parents already in the school. Another point will be on sharing good practices all over the sections. And inform parents about what's ahead of them (steaming, test in 5th primary etc).

Education support working group: the following points were identified as priorities for 2018 for the Education support WG:

- 1) Personal support to parents;
- 2) Info-evening on Education Support, November 2018 (contents to be advanced based on the results achieved during the year);
- 3) Work on "gifted kids/ enfants surdoués": possible joint event with the other 3 APEEE;
- 4) Work in cooperation with EC Disability Group to possible event on "support to families with disable children"- possible joint event with the other 3 APEEE;
- 5) Together with the school, identify the support materials for students with dyslexia, dyscalculia, etc and organizing a list for purchase (school budget for 2019);
- 6) List of therapists and useful contacts (social workers of the Institutions, etc): update website. As a common concern, share the idea and results inter-APEEE.
- 7) Interparents subjects: UN Convention, etc.
- 8) Updating the Survey on Education Support on 2019. Work to be done cross-ES schools;
- 9) Exit interview: collect data/platform

Budget: budget to be voted by the budget working group.

1. Conference on Learning Disabilities by Dr Lobo Antunes, 26/02/2018

Total cost: 800€ / 4 APEEE = 200€ per APEEE

2. info-evening, November 2018 (2017 10€/person)

3. event on "gifted kids/ enfants surdoués" (speaker + ...)

4. conference on "support to families with disable children" (speaker + ...)

Total asked for 2,3,4: 1500€

Action point: M. Caramujo to send request for the budget to the budget working group.

Volunteering database WG: The volunteer database taskforce is in the process of searching, defining and recognizing the role of parent volunteers and parent mentors. A meeting will be held on 16 March. Currently a structure is being created with guidelines to launch a questionnaire to the school community.

Action point: Documents to be prepared for the next Board meeting.

Mobility programme: school has decided to stop S4 exchanges. Exchange for S5 students is either a term or a short time. 5 students this year are coming to our school and 15 students from our school are going.

- Priority for this working group is to confirm to the school that the APEEE can only assist in bringing families in contact with each other.

Brexit: publication has been done of the draft agreement by the Commission. In 1 sub paragraph the European schools are mentioned. It's only a first draft.

Future of the Brussels school & overcrowding: the intention is to write to Mr Marcheggiano and ask him for an update on the impact assessment, since this should be the basis for the next enrolment policy.

- Priority is to push for the impact assessment.

CEP&M working group: the following points were identified as priorities for this year for the CEP&M WG:

- 1) Contribution Well being of the children & preventing violence (anti-bullying – integrating in the syllabus of the school)
- 2) Coherence of the 9 section education programme with the European School syllabus (materials, content, education support).
- 3) Infrastructure: to foster exchange of information
- 4) To streamline communication on education issues between parents and the school (spring oral carnet)

Request for approval of investment in safe IT storage/accessibility:

1) The IT group arrived to the conclusion that the Board must provide secure (European) handling of our data and email to the board members in order to be within the boundaries of the law. We need to minimize our know risks and ensure that data exchanges via email are duly protected.

The proposal is that all board members get their own Office 365 (Germany-based) account connected to APEEE. The contract provides secure email and 1 terabyte storage/member. The cost for this will be 11 euro/member/month ex VAT. For the rest of this budget year the cost would be 1,210 Euro ex VAT and for next budget year 2,905 Euro ex VAT.

Proposal to vote on: proposal to go with Office 365 Germany account with a budget of 1,210 Euro ex VAT for this budget year and for next budget year 2,904 Euro ex VAT

Votes: 2 Board members abstain, all other present Board members vote in favor.

Decision: proposal has been approved and can be implemented.

2) Long-term Data Protection Officer (DPO) solution beyond 2018. We are a too small organization to have our own full time DPO. To hire an external company is expensive and they do not know our purpose, structure etc.

The IT WG group would like to ask the board to mandate F. Tudini to start a discussion with the Presidents from the other 4 Belgian APEEE's to have one common DPO since they will know what we are doing and why. Focus is Belgian since then the local law framework will be common. Possible start date for common data protection officer could be January 1st -19. However, this will not help us from implementation date of GDPR May 25th, -18. For that see "Short term DPO Solution" explained under point II 1.

Proposal to vote on: proposal to give a mandate to F. Tudini to start a discussion with the Presidents from the other 4 Belgian APEEEs to have one common DPO.

Vote: all Board members vote in favor.

Decision: proposal is approved and F. Tudini is given a mandate to start a discussion with the Presidents from the other 4 Belgian APEEEs to have one common DPO.

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3. **Memorial:** discussion is held on the topic. Proposal is made that in order to organize such a memorial criteria should be established.

Proposal to vote on: proposal to give a mandate to F. Tudini to contact P. Reiffenrath and ask his opinion on the organization of a memorial.

Vote: all Board members vote in favor

Decision: proposal is approved.

C.A. 24-4-2018

II Agenda points:

Approval of the agenda: Agenda is approved taking into account adding the point of "week without meat" under any other business.

Approval of the minutes of the Board meeting of 5/3/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

IV Discussion points and vote:

GDPR update where we are in our quest for compliance:

- a. privacy statement for the APEEE is being prepared.
- b. Information is given that A. Galle will take on the task of DPO (Data Protection Officer) for APEEE. The DPO will report to the Bureau of the APEEE.
- c. An action plan for the APEEE on dataprotection is being prepared.
- d. Audit of the APEEE computer infrastructure has been done by MCH. They will prepare an price offer for a bi-annual control.

The Data Protection Officer of the Secretary General Office met the Woluwe APEEE on 9/2/2018. The Data Protection Officer stressed that her priority was to draft the privacy statement for the enrolment documents. It should be recalled that by this way parents provide their personal data and the ones of their kids to the school which later provide them to APEEE. The obtention of these personal data is essential for the smooth functioning of the services provided by APEEEs. Emilie Demeyer, Data Protection Officer of the Secretary General Office agreed to work with us in a collaborative way and to send us an advanced draft.

The school has now hired a data protection officer (Ms Laudati) who will work 1 day per week at the school. A meeting with her and Mr Sharron is scheduled on Wednesday 25/4 at 11:00. J. Melander and A. Galle will attend the meeting.

Office 365: request has been made to Microsoft Germany and we are awaiting the contact with the vendor. The idea is to switch email addresses during the month of July, in order not to interrupt the day to day business.

HSS Working group mandate: all Board members received the mandate of the HSS working group. Question is asked whether it can be approved.

Vote: all board members present vote in favor

Decision: the HSS mandate 2018 is approved

On Wednesday 25/4 the HSS WG meeting will take place. The safety audit of Arista, which the school organized, is not yet available. Therefore the meeting will be mainly on health and little on safety. After the meeting Mr Sharron and Mr Mees will guide a tour around the school to show the infrastructure to the Board members.

V Any other business:

- 1) **Interparents:** Interparents meeting was organized on 12 & 13 April 2018. Following items were discussed at the interparents meeting:
 - a. Conference with Mr Oettinger
 - b. New logo for Interparents
 - c. Language policy

Proposition is made to organize a meeting with the Board members on language policy.

Action point: J. von Pfaler to send a doodle to the Board in order to set a date for the meeting.

Discussion is held on the organization of a second carnet oral. Information is given that following the Deputy Director it's not possible to organize such a second day. If we would like to have a 2nd carnet oral, then changes would have to be made and therefore the help of Interparents would be needed. Several options are discussed:

Option 1: APEEE takes this to the Interparents level

Option 2: APEEE asks the teachers to organize the 2nd carnet oral in the evening

Option 3: 1 carnet oral is kept and we remind the parents that they can always contact the teachers for a meeting

Conclusion: proposition to give a mandate to J. von Pfaler to investigate whether the other schools / APEEEs are interested in taking a 2nd carnet oral forward.

Action point: J. von Pfaler to bring it to the level of Interparents.

6) **APEEE souvenirs:** the PT section is organizing a show-room of Portuguese Universities on 16th May at our school. The Commissioner, Carlos Moedas, responsible for Research, Science and Innovation (and parent at our school), will be coming to do the "opening ceremony". Question is asked whether an APEEE "souvenir" could be offered to our guests? So far, there are 7 Universities coming and the Commissioner.

Vote: Board members agree to provide APEEE souvenirs.

Proposition is made for M. Caramujo to explore the possible souvenirs with APEEE logo (water bottle, coffee mug, pen etc).

Action point: M. Caramujo to send budget request to budget group.

C.A. 23-5-2018

I Agenda points:

Approval of the agenda: Agenda is approved taking into account removing the point of delegation of authority under point II.

Approval of the minutes of the Board meeting of 24/4/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

II Discussion points and vote:

4. GDPR update where we are in our quest for compliance:

- a. Message has been mailed to all parents on Tuesday 22/5/2018 informing them about the general data protection regulation (GDPR) which will apply as of 25/5/2018. Parents have been informed that they can check and correct their data via the APEEE website and can request the deletion of their data by sending an email to the APEEE secretariat. Furthermore they have received a copy of the APEEE privacy statement. The information on the privacy statement and the term of use is also published on the front page of the APEEE website.
- b. An audit of the APEEE computer infrastructure has been done by the company MCH. They have proposed a price offer for a bi-annual audit control of the APEEE computer infrastructure and the follow-up of the proposed recommendations. Budget proposal will be prepared for the Board by the next Board meeting in June.

Office 365: contact with the vendor has been established. We received price-offer which is in line with the voted budget. Project will be started. The idea is to switch email addresses during the month of July, in order not to interrupt the day to day business.

5. **Distribution or not of information to parents on "Campaign to encourage voter registration of EU citizens for local elections in Belgium"**: discussion is held on the question whether the APEEE should distribute or not information on topics (political, social etc) which they are asked to from parents? There's a consensus that the APEEE should do something concerning the request of the parent on the "campaign to encourage voter registration of EU citizens for local elections in Belgium". Proposition is made to invite the parent to write an article on the topic for the APEEE newsletter and furthermore distribute to parents via internal canals.

Proposition: to give mandate to the Communication working group to contact the parent and find a way for distribution of the information.

Decision: Board members agree with the proposal.

6. **Proposal to hire an additional person for the APEEE supervision:** proposal is made to hire an additional person to strengthen the APEEE supervision team. This in order to help the current APEEE supervision team to supervise children with specific behavioral and/or psychological conditions. The total cost for the APEEE would be 22.000 euro (CDD) and could be budgeted for 2018-2019. The start of the supervisor would be scheduled for September 2018.

Proposal: does the Board agree with the proposal to hire an additional person (CDD) for the APEEE supervision team?

Vote: All Board members vote in favor of the proposal.

Decision: mandate is given to A. Galle and E. Van Dijck to start search for hiring an extra supervisor for the APEEE supervision team to start working in September 2018.

Question is asked whether the draft text of the ad for the vacancy can be mailed to the Board.

Action point: A. Galle to send the draft text of the ad to the members of the Board.

Question is asked whether a room could be provided where children who are tired can rest during the APEEE supervision?

Action point: A. Jean Villanueva to make request to the school to use a room where children can rest during the supervision after school.

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Supervision of S3-S4 students at school: it happens that S3-S4 students who are waiting for their extra-curricular activities are wondering around the school. They are asked to leave the school and come back for the activity or go to the sports hall to wait for their activity start.

The problem has been already discussed with the school management who has expressed its willingness to meet APEEE and discuss possible solutions

Action point: F. Tudini and K. Horemans to discuss this further with Mr Sharron and A. Jean Villanueva respectively.

III Any other business:

- 2) Interparents: information is given on language policy. Question is asked whether the APEEE wants to take a position on this or influence? Proposition is made for the working group to prepare a list with the most important things which relate to us and to make a summary of the language policy to be presented for discussion at the Board.

The school regulation foresees already the possibility of a new L2 language (not the 3 usual ones). In the transition from S5 to S6, students are allowed to change their L3 into L2 if they can organise a group of 5 pupils. (Spanish would be the most common language that is actually "turned into" an L2 in this way.) In the case that an L3 becomes an L2, the student would still have to take Geography, History and Economics in the former L2/vehicular language. This option is possible at every school but it is not a practice at our school. UCCLE did once succeed to open a L2 class in Spanish in S6 but this won't happen in September 2018.

Action point: A. Rogal to send the document on language policy to the Board.

- 3) CEA / new school: information is shared from the Task Force organized by President M. Martin concerning the possibilities for the creation of a new school. The minutes report that the Belgian Authorities are working to get a decision before this summer. The content of the minutes is the most official information which we received from the Administration in Belgium in charge of the file for the 5th school.

One of the options mentioned in the report is a European school to be build on the site of the NATO.

The next CEA meeting is on 25/5. As a result of the first phase the number of the places offered to parents for Woluwe would result in having around 3161 students for the school year 2018-2019. Most new students would be in S1 and S2.

Action point: F. Tudini to send additional information on the Task Force meeting's outcomes to the Board.

- 3) Feedback from meeting with school management of 15/5/2018: all Board members received the report of the meeting with the school management of 15/5/2018. Topics discussed are:

- Fund raising
- Teacher secondments: It was reminded that the issue has been discussed at different CEES meetings but that a more updated list with mention of which teacher is leaving and who is arriving in order to have a bigger picture of the situation is needed before the summer break.
- Fence around the school: Tracktabel is the company which has been appointed to provide the new fence around the school.
- Drugs: topic is discussed. Parents feel that there's an issue. Some parents feel that the school is not acting sufficiently, other parents think that the school is overstepping boundaries. The Board is aware that something should be done. Proposition is made to organize a survey in order to discuss the insights collected with the school management.

Action point: HHS Working group to find a way forward for this.

Action point: Secondary working group to remind Director Schmelz on this updated list.

4) Working methods - relations with parents: discussion is held on relations with parents and how far the APEEE can allow parents to go. Question is asked if we reach a certain point during the discussion should we be able to say stop to the parent? This because sometimes there's no immediate solution to a problem and the discussion might become too personnel. Proposition is made to create a Code of conduct for insisting complaints. The communication working group is happy to help Board members draft replies to parents.

5) Proposition topics for SAC meeting of 31/5/2018:

- Repainting of the different class rooms over a period of 5 years?
- Terms of references - Internal rules on the working of the CEP&M & CEES
- Use of the budget

Action point: Board members are welcome to send topics for the SAC meeting to F. Tudini.

C.A. 21-6-2018

I Presentation of BRUMUN (Brussels Model United Nations Conference): Presentation by M. Houlot - Secretary-General, A. Kalstenius - Deputy-Secretary General, F. Marchetti - Conference Manager, K. Surquin - President of the Media Club.

Information is given by the students how the Brussels Model United Nations conference works. They shared their experience of the BRUMUN in Munich. Only 7 students of our school could attend the BRUMUN in Munich. In March 2018 the BRUMUN conference was organized at our school and this time about 100 students could attend. The experience of interacting with other nationalities and cultures has been very valuable for them. The Brussels Model United Nation Conference creates many opportunities and the experience of participating in such a conference is extremely rewarding and enrichening.

The next BRUMUN will be organized in February 2019. A venue is still not found, the help of APEEE is requested.

Action point: S. Goonetilake and J. Janss are coordinating APEEE support. A. Dumitrache, J. von Pfaler and B. Schmidbauer-Mogensen will look for possible sponsors in order to find a venue at the Economic and Social Committee, EP C, possibly during the Strasbourg week and at the EC. If anyone has another suggestion or contact for a big venue during several days, please contact S. Goonetilake or J. Janss.

Presentation of Media & debate club by Mr Kehoe, teacher: Mr Kehoe explains about the Media Club and the Debate Club. Students can participate as of S3 the Brussels Model United Nations Conference and as of S1 in the Debate & Media Club. It's important to keep this going after Mr Kehoe leaves the school. At that moment it will be important to replace the film & recording equipment which now belongs to Mr Kehoe. Students' presentation was self-evidence of the success of these initiatives. Mr Kehoe also mentioned the valuable contributions of Mr Cortes and Ms Tumbleton who are already helping with the Debate Club during all their free time and who will take over the Debate Club when he leaves in 2019. He was grateful for the encouragement and apprecation efforts made by APEEE and asked if APEEE could help to ensure the continuation of these clubs which are voluntary efforts of the teachers and students of the school.

F. Tudini thanks the students for the presentation and congratulates them with their achievements in the BRUMUN conference, the Debate and Media Club. She also thanks Mr Kehoe for the creation of these initiatives which create such wonderful opportunities for the students and the hard work put into it in order to keep it going and turn it into a success.

In principle the Board agrees to support the Media Club and the Debate club, as well as the initiatives concerning the BRUMUN conference.

Action point: S. Goonetilake and J. Janss to send a proposal for support of the Debate Club, Media Club and the BRUMUN to the Board for the September Board meeting. F. Tudini to investigate with the school how to support these initiatives together.

II Agenda points:

4. Approval of the agenda: **Agenda is approved** taking into account changing point on "action on drugs" from point IV to point III.
5. Approval of the minutes of the Board meeting of 23/5/2018: **minutes are approved** and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

III Discussion points and vote:

7. **Action on drugs:** M. Caramujo mailed information on the topic to the Board members. Question is asked whether the Board agrees to send a clear message:
 - a) to the school administration, saying that we support them in their effort to make of our school a "zero tolerance school".
 - b) to the parents, saying that we are aware of the situation and that we support the school administration in their task to make the school a "zero tolerance school" and will work with school for the establishment of a prevention program.

Discussion is held on the topic. Proposal is made that a message be passed on to the parents that they can trust the APEEE and come to the APEEE to share their story in confidence. It's important to inform the parents that the Board takes the drug issue very seriously

Proposition: to give mandate to M. Caramujo to prepare a message to be mailed to the school management, as well as a message to the parents.

Votes: all voted in favor

Decision: M. Caramujo to prepare a message for the school and a message to the parents, and share with the Board before distribution.

Action point: M. Caramujo will prepare a message during the summer break in order to be send in September.

IV Any other business:

2) **Educational support:** budget working group approved the budget request for activities of the WG Educational support 2018-2019. It consists out of:

- info evening in November 2018
- event on "gifted kids / enfants surdoués"
- event on "support to families with disable children".

Decision: the total request for 1500 euro has been approved for the budget 2018-2019.

6) Self service project: The objective is to have the self service operational as of Monday 10/9/2018. However, several things are to be done first such as:

- Electricity works for the self service needs to be done in the canteen of the teachers by the Régie des Bâtiments. No news yet when this will be done.
- Installation of a new server in the canteen in order to connect the software (connecting the cash register, Bancontact and the BIV software for ordering food on the computers etc).
- The self service material is planned to be installed during the week of 10 July.

The canteen working group agreed to offer a more elaborated salad bar for an initial trial period from September to December 2018. This is possible if an extra person is assigned to prepare the salad bar. If after these 4 months the salad bar continues to be a success the project can be continued and the person could be hired with an indefinite contract.

Proposition: Cost for assigning a person for preparing the salad bar is 7.875€ for the trial period from 1 September to 31 December 2018.

Decision: The budget working group has voted in favor for this proposal. This is for the budget 2018-2019.

C.A. 17-9-2018

Agenda points:

- Approval of the agenda: **Agenda is approved.**
- Approval of the minutes of the Board meeting of 21/6/2018: **minutes are approved** and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

III Discussion points and vote:

1. BRUMUN proposal, Debate club and Media Club: S. Goonetilake mailed BRUMUN proposal to the Board members. The financial planning for the event is: Income: 200 students (not yet paid but an estimate) x 80 Euro = 16 000
Total cost : 26000 Euro

Conference centre: 20 000 Euro (without lunch costs)

Printing material and misc costs: 6000 Euro (based on last year)

$26000 - 16000 = 10000$ Euro

During the June Board meeting, EEB2 students M. Houlot - Secretary-General, A. Kalstenius - Deputy-Secretary General, F. Marchetti – Conference, Manager, K. Surquin - President of the Media Club gave a presentation on BRUMUN which they had organised and what they had learned from it. It was agreed at the end of the meeting, that the APEEE board will in principle agree to support BRUMUN.

In November 2016 and November 2017, a delegation of 7 students of EEB2 went to Munich to attend the Model United Nations Conference. APEEE had sponsored the team with an amount close to 1.500 Euro (as per tradition) which was matched by the school and the parents of the students with the same amount. The participation of the 7 member delegation to Munich MUN costed roughly 6000 Euro. The purpose of the participation was also for the students to study how other MUNs are done.



In February 2018, with the leadership of Mr Kehoe, a Model United Nations Club was started in our school and it was the first ever BRUMUN held in Belgium. BRUMUN is Brussels Model United Nations, organised by the Model United Nations Club of EEB2. It is a conference which has recognition and prestige to enter top universities in the world. It is a complex organisation which requires over 40 admin staff (entirely made of students) including the Media Club volunteers.

In terms of universities like Cambridge, Oxford and Trinity Dublin, every major university worldwide now holds a MUN event. so having MUN on your CV before you enter university speaks volumes of the skill set, universities can expect from you.

From the EEB2 100 hundred students participated in the BRUMUN 2018 and they paid 80 Euros per head to cover the costs for the conference which was held during four days. The event was held for two days at EEB2 (which the school management does not want to repeat as it disturbs regular class room activities) and two days (first day and last day) at the EURO CONTROL as a once off contact. The participation and the organisation gives enormous organisational skills including public speaking skills, negotiation skills, research skills, teamwork skills, critical thinking skills, analytical skills, knowledge of international affairs and world views.

As APEEE had given 1.520 Euros in November 2017, the BRUMUN 2018 did not ask APEEE for support as they thought we had already helped. They charged the delegates 80 Euros for the participation and this has helped to cover the costs.

In March 2019, the next edition of BRUMUN is taking place. It will be an event for four days starting from 5 March to 9 March. Please see the website done by the EEB2 Media club students.

<http://www.brumun.eu/>

The students requested APEEE for assistance to find a venue back in June and I have been liaising with Mr Kehoe and APEEE board members with contacts before, during and after the Summer. All possible options have been exhausted due to time constraints and bureaucratic rules regarding deadlines to reserve conference rooms of the EU institutions. Over 14 schools have applied and a date had to be decided. Therefore Mr Kehoe has now reserved a private conference centre for the event. Mr Kehoe has negotiated the price of 53000 Euro for four days down to 20 000 Euros without lunch costs for a maximum of 270 participants. There will be additional costs of 6000 Euro for the Conference material and the social evening. The students will be asked to bring their own lunch or eat a snack during lunch break as its in the Louise area. The total costs of the event will be 26 000 Euros. If there would be an average of 200 participants, there will be income of 16000 Euros as there will be 80 Euro charge per head. However, the admin staff is already 40 participants. Therefore, BRUMUN needs an additional 10 000 Euro assuming there will be 200 participants.

The following proposal is made to support the BRUMUN 2019 organised by EEB2 students:

1) Since APEEE already supported Model United Nations activities of the past for 7 students with 1.520 Euro, we could look at 6000 Euro to support 100 students as a minimum contribution.

2) We could also look at this from the point of view of greatly benefitting the school community and ensuring the continuity of BRUMUN when Mr Kehoe leaves. Any additional amount that would be left after the BRUMUN 2019 would become the capital for the BRUMUN 2020. And the new teacher who will be in charge of it would find it a symbolic support of APEEE which would be motivating.

Vote is taken on: do we support the idea and give an contribution for the organization of BRUMUN (renting of the conference and printing material): all Board members present voted in favor except 1 abstention.

Vote is taken on : do we support to grant 6000 euro for the BRUMUN organization: all Board members present voted in favor except 2 abstentions.

AK

Decision: APEEE will sponsor the BRUMUN organization 2019 for 6.000 euro.

Question is asked whether the school will also finance the amount of 6000 euro, since in the past the way of funding was always as follows: 1/3 is paid by the school, 1/3 is paid by the parents of the participating pupils, 1/3 is paid by APEEE. Confirmation is given that the school will be asked to finance the amount of 6.000 euro.

Question is asked how the payment will be done and whether Mr Kehoe can provide a report of the event? Payment will be done to the account provided by Mr Kehoe and he will be asked to provide a copy of the invoices.

Action point: Mr Kehoe to keep the Board informed on the event and provide a report.

Proposition is made to raise the budget of the Social Fund. Vote to raise the Social Fund with 6000 euro to be voted at the next Board meeting.

2. Application for membership in the Association for Swedish Education Abroad: proposal is made for the APEEE to apply for membership in the Association for Swedish Education Abroad, SUF (www.utlandsundervisning.se). SUF is a professional organization for Swedish schools abroad and has more than 100 associated schools. SUF is committed to give foreign schools support for counseling, training and networking all over the world. SUF creates and develops good contacts with authorities responsible for the Swedish foreign education. The membership is free for the first year, and then the fee will be approx. 100 euro yearly. Discussion is held on the topic. Concern is raised whether it's the responsibility of the APEEE to become member of such an association and whether this should not rather be the responsibility of the school. Will it also not open the box of Pandora, in such a way that each section will make a similar request. However since the first year is for free, it could be worthwhile trying and make a review at the end of the year. Proposition is made to keep the Board updated and send a review on the added value

Vote is taken: all Board members present in favor except 2 abstentions.

Action point: C. Bondeson-Eggert to confirm the possibility for an Association of Parents to become member and consequently F. Tudini to send out the request.

IV Any other business:

1. Feedback from meeting with Directors on 14/9: following topics were discussed during the meeting with the Directors on 14/9:
 - a. Dome: the dome on the sports field has been installed. Lights are not installed in the Dome, therefore Dome cannot be used at night. **APEEE Budget group approved for the APEEE to lend the money to the school to buy and install the lights.** The money will be returned by the end of the school year. In exchange APEEE will receive extra space to be used by the extra-curricular activities. Document will be drafted to lend the money.
Action point: APEEE to lend money to the school.

C.A. 15-10-2018

I Agenda points:

- Approval of the agenda: **Agenda is approved.**



- Approval of the minutes of the Board meeting of 17/9/2018: **minutes are approved** with removal of a sentence under IV Any other business point 5 on page 7. Report will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.

III Discussion points and vote:

1. Annual general meeting:

- Draft OJ/Agenda for the G.A. 24/1/2019 at 19:30: Next AGM will be organized on 24/1/2019 at 19:30 in the GASP meeting room at Charlemagne Center (tbc). All Board members have received a draft agenda for the next AGM in which the following modifications were proposed:
 - invite Mr Marchegiano and the school management to be present at 21:45.
 - date of introductory meeting on Thursday 31/1/2019 at 18:30 and date of first Board meeting on Wednesday 13/2/2019 at 19:00.**Decision:** Board members agree on both dates.

Action point: F. Tudini to contact Mr Sharron and invite him and Mr Schmelz and Mr Arnedo to the AGM.

Action point: F. Tudini to contact Mr Marchegiano and invite him to the AGM.

Decisions: Board members agreed to invite Mr Marchegiano and the school management at the AGM and agree with the proposed dates for the introductory meeting and the first Board meeting.

- Number of vacant mandates: at the moment there are 15 vacant mandates. If no other Board member with a 2 year mandate resigns then the vacant mandates will remain at 15.
Decision: Board members approve number of vacant mandates.
- Financial report 2017-2018 + budget 2018-2019: The financial report and the budget have been mailed to all Board members. The 2017-2018 profit and loss account shows a surplus of 117.604,98 €. The 2017-2018 balance sheet shows a total of 2.382.846,24 €. Information is given that a loss of 83.358,62 euro is budgeted for 2018-2019. There are no price raises for any of the services scheduled.
- The APEEE has a reserve of 1.712.490,52 euro. However, 1.246.101,96 euro is "passif" social, which must be kept in reserve to pay the APEEE employees in case the APEEE would stop its activities. Furthermore, the APEEE needs each month 500.000 euro to be able to function and provide the services.

Information is given that in the canteen accounts 2017-2018 50.000 euro has been provisioned for risk and charges. This is the amount which the canteen team foresaw at the end of August as a possible loss due to the works in the kitchen. Mr Cloquet, the Auditor confirmed that such a provision for risks and charges is authorized. Mr Cloquet informed in writing that the decision taken by the Board such be mentioned in a meeting minutes of the Board, and that the new valuation rules should be recorded in the inventory book.

Voting: on request to add 50.000 euro to the accounts of the canteen 2017-2018 as provision for risk and charges and that the new valuation rules (see paragraph below & document with the valuation rules attached) are recorded in the inventory book.

Provisions pour risques et charges

Handwritten signature and initials: A n

Les provisions pour risques et charges doivent être constituées systématiquement pour couvrir des pertes ou charges nettement circonscrites quant à leur nature, mais qui, à la date de clôture de l'exercice, sont probables ou certaines, mais indéterminées quant à leur montant. Elles ne peuvent avoir pour objet de corriger la valeur d'éléments portés à l'actif.

Vote: all Board members vote in favour.

Discussion is held on the Social Fund and proposal is made to prepare next year a long term planning for the Social Fund reserves.

The Auditor, Mr Cloquet, will come to the November Board meeting to inform the Board members about his audit and the "rapport du commissaire aux comptes".

Voting on the financial report and the budget are done.

Vote: all Board members, except 1, voted in favour of the financial report 2017-2018.

Vote: all Board members voted in favour of the budget 2018-2019.

Decision: Financial report 2017-2018 and the budget 2018-2019 can be presented to the AGM.

Action point: invite Mr Cloquet to the 21 November Board meeting for audit report.

- **APEEE Membership fee 2019-2020:** Budget working group made the proposition to keep the APEEE membership to 45 euro per family for the next financial year and to assign 5 Euros per contribution paid to the Social Fund. A vote is taken.

Vote: All Board members vote in favour.

Decision: APEEE membership fee 2019-2020 will be kept at 45 euro (of which 5 euro for social fund). This will be proposed to the General Assembly.

C.A. 21-11-2018

I Financial report & budget:

Presentation and approval of the Report of the "Commissaire aux comptes": Mr Clocquet and Ms Divers, financial auditors, attended the Board meeting and informed the Board members about the audit they have performed (Rapport du commissaire aux comptes) on the APEEE accounts in the framework of the Financial Report for the year 2017-2018 and in conformity with the Statute of the Asbl. Mr Cloquet informs about the legal obligations the APEEE has as an "asbl". All members of the Board have received the "rapport du commissaire aux comptes".

Mr Clocquet gave a summary of his findings during the audit of the financial accounts for the year 2017-2018. Mr Cloquet explains about the allocation of the result and the choice which the APEEE has in this matter. The APEEE can either decide not to allocate the result 2017-18 but to leave it on the "Résultats reportés» or can decide the allocation of the result 2017-18 to the "Fonds Affectés" of the 5 departments. As has been done last year, the result will be allocated to the "Fonds Affectés" of the 5 departments.

Decision is taken by the Board for the allocation of the result 2017-2018 to the "Fonds affectés" of the 5 departments. This has been added to the resolutions for the AGM: Resolution 2: "The General meeting approves the accounts 2017-2018 presented and approves the allocation of the results into the 5 corresponding department's allocated funds."

And

A vote is taken to approve the Rapport du Commissaire aux comptes and the financial accounts 2017-2018 as described in the schéma BNB des comptes annuels de l'APEEE au 31/08/2018 in order to make the documents available to the Annual General Assembly for final approval.

Vote: All Board members present vote in favor to approve and to make the "rapport du commissaire aux comptes" available to the Annual General Assembly, as well as the BNB scheme of the annual accounts of the APEEE at 31/08/2018.

Decision: The "Rapport du commissaire aux comptes" has been approved and the BNB scheme of the annual accounts of the APEEE at 31/8/2018 and can be presented to the General Assembly.

Mr Clocquet informs the Board that because of his retirement next year, Groupe Audit Belgium Sc Sprl is proposing Ms Brigitte Divers to replace him as of January 2019. This change needs to be published in the Moniteur Belge. Texte for publishing in the Moniteur Belge is: "l'organe de gestion de l'AISBL APEEE prend acte de la décision de la gérance de la Sprl « Groupe Audit Belgium » de remplacer Monsieur Jacques Clocquet, Réviseur d'Entreprises, comme représentant permanent du commissaire, par Madame Brigitte Divers, Réviseur d'Entreprises, dont l'adresse professionnelle est située à 1400 Nivelles, rue du Bosquet 8. »

Mr Clocquet and Ms Divers have been invited to the Annual General meeting on 24/1/2019 to answer possible questions from the parents. Mr Clocquet and Ms Divers have confirmed their presence.

The President thanks Mr. Clocquet and Ms Divers for being present at the Board meeting and for all the work he has done for auditing financial results of the APEEE.

II Agenda points:

1. Approval of the agenda: **Agenda is approved** taken into account the point on school entrance policy under any other business and the request to add the points of the disciplinary incident on the bus and the streaming under the relevant WG points, if time allows.
2. Approval of the minutes of the Board meeting of 15/10/2018: draft **minutes are approved** taken into account following modifications:
 - a. On page 7 – IV Any other business – Point 1 Future of the school - temporary site:
 - i. **Action point:** F. Tudini to prepare short summary for the Board to discuss at sections level. Board to communicate to parents.
 - ii. **Action point:** organize meeting with Mr Schmelz and the teachers.
 - b. On page 8 IV Any other business – Point 4 Feedback from SAC meeting – point M:
 - i. Calendar 2019-2020: 6th January will be a problem for several ES. As there will be 181 school days, the 6th January as holiday day is still under discussion.

II Info and discussion point:

- APEEE services:

a) Extra-curricular activities:

Lights in the Dome on the sport fields: APEEE will lend money to the school for the installation of the lights in the dome. Draft agreement is being prepared. Money will be paid back to the APEEE by June 2019. APEEE asks to be able to use the Dome for the extra-curricular activities every school day until 18:30 further notice.

Action point: F. Tudini to sign the agreement on the loan with the school

III Discussion points and vote:

1. Annual general meeting:

- a) Next Annual General Meeting: The next general assembly meeting is scheduled on 24/1/2019 at 19:30 in the GASP meeting room at Charlemagne Center. All Board members have received a draft agenda for the next AGM updated with the following modifications:
- Mr Marcheggiano, Secretary General of the European school and the Woluwe school management are invited at 21:45. Mr Marcheggiano is asked to speak about the future of the schools including temporary site. Mr Sharron, headmaster, is asked to speak about his legacy. They have both accepted. Mr Schmelz and Mr Arnedo are also been invited
 - For next Board, date of introductory meeting on Thursday 31/1/2019 at 18:30. Date of the first Board meeting on Wednesday 13/2/2019 at 19:00.

Question is asked why class representatives are requested to collect their ballots as of 18:30 if the meeting only starts at 19:30. It was agreed that the sentence on the invitation to collect the ballots will be rephrased into: "The ballots for the AGM will be available as of 18:30 for the Class representatives to be collected."

Proposition is made to shorten the time for the financial report to 30 minutes. Agenda will be revised

Decision: all members present voted in favor to adjust the agenda for the AGM according to the two modifications as described above. Final agenda is approved by the Board.

Ms J. Saarentalo-Vuorimäki, Board member for the FI section, with a 2 year mandate has announced that unfortunately she will not be able to continue her mandate. Mr J. Janss, Board member for the NL section, with a 2 year mandate has also announced that he will not be able to continue his mandate. Due to this the number of vacant mandates changes from 15 to 17.

The Board thanks Ms Saarentalo-Vuorimäki and Mr Janss for their time invested in the Board, their support and all the work done.

Following the resignation of Ms Saarentalo-Vuorimäki and Mr Janss, the number of vacant mandates has gone up to 17.

Decision: Board approves 17 as the number of vacant mandates.

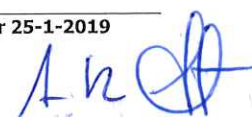
The standard resolutions to be proposed at the AGM are discussed (resolutions 1 to 7).

Vote: vote is taken on the proposed standard resolutions (resolutions 1 to 7). All Board members present vote in favor.

Decision: the proposed standard resolutions (1 to 7) are approved by the Board.

Action point: The invitation with the agenda and the resolutions will be mailed to all the class representatives in December, once we have received the confirmation of the European Commission concerning the meeting room.

- Approval of the electoral office for the AGM: Approval of the electoral office for the G.A. The statutes stipulate that a minimum of 4 tellers is required for the electoral office. Ms Ieva Eggink, Ms Annakarin Hedin, Ms Katarzyna Horemans, Ms Johanna Saarentalo-Vuorimäki and Mr Johan Melander have volunteered to become members of the electoral office. Mr Johan Melander has volunteered to act as President of the electoral office.



Decision: The Board members approve the composition of the electoral office and the President thanks the members of the electoral office for their assistance.

- Statutes and procedures: at the October Board meeting B. Davidsson send a proposal to the board for enhancing the APEEE statutes and rules of procedures (RoP) in order to improve the efficiency, dynamics and transparency of the board in the future. A task force meeting was held on Monday 22/10/2018 during which the proposal was analysed and discussed. Following the task force meeting J. von Pfaler had prepared a slide presentation, which was mailed to all Board members.

The six topics discussed and voted at the Board meeting, were according to the original proposal:

1) Structure and length of the Board mandates: Statue Article 13 aims to lead to a situation where, at every AGM, at least half of the Board mandates are up for renewal. As a turnover of Board members, due to the complexity of school, it may have a negative impact on the continuity. It has been calculated that during the last 10 years, 2/3 of members leave the Board within two years. Discussion on the proposal with a suggestion for the next Board, to give a 2 year mandate to the 2 section representatives, and a 1 year to the "free" (or wild card) mandates.

2) Proxy representation at AGM: The APEEE statutes stipulate that a class representative may hold maximum 2 proxies for the Board elections and maximum 3 for any other questions (resolutions) with a suggestion to harmonise the number of proxies given. Noting that everyone (i.e. all parents) can attend the AGM, any change to the number of proxies would apply a change of AGM attendance. The change to the number of proxies would apply a change of AGM attendance. The discussion suggested to make the AGM more attractive and interesting in order to motivate parents **to attend and make class representatives feel more a part of the school democracy. As everyone agreed that it was a good compromise, a decision is taken to keep the current system of number of proxies as is stipulated in the APEEE statutes.**

3) Presentation of the candidates for the Board at AGM: On this working procedure a discussion was held on how candidate should be presented at AGM in case a candidate is not present at the AGM. In order to keep a professional line, it was decided that a Candidate cannot be presented by a member linked to the Board (current, outgoing or candidate). **This decision was taken as a sign of courtesy and gentlemen's agreement to show professionalism without favoritism.** When a candidate is unable to attend the AGM, it will be possible to present themselves via a video (recorded or live), or be represented by another parent not linked to the Board.

4) Candidacy for the Board – deadline: Article 10 of the APEEE statutes stipulate that each candidate should send his candidacy if possible 48 hours before the AGM to the APEEE secretariat. **As this time limit was introduced for purely organizational reasons, it was agreed to communicate this in a more clear and transparent manner to parents that everybody can stand for election at the AGM without any pre-registration.**

5) Inactive Board members: Question on the reason how article 12b in the statutes on the absences of board members at the meetings is applied. Discussion and vote was not held on the topic at the Board meeting, but to be held at later stage.

6) Voting procedures within the Board: While consensus-based decisions are desirable, situations may arise when voting is necessary, e.g. election of members. The voting procedure can be an open (hand-raising) or a closed (paper-ballot). A closed vote is generally important for the dynamics of the group, where any sort of possibility for repercussions should be avoided. Discussion is held. **Decision** is taken that when it concerns a voting about people it will always be a close vote. For all other matters, when it's not person related, then it will be an open vote. In case one member asks for a closed vote it will be closed. All Board members voted in favor of a closed vote in case of internal elections. Furthermore, it was **agreed** to keep record of given votes to be kept by the secretariat for auditing purposes. It was also **agreed** to make the vote made public. It is proposed that any change to the Statute and RoP is put on the agenda of the next Board since the beginning of its mandate. Points 1, 3 and 6 above can be implemented immediately by adapting if needed the Internal Working Methods since they don't request changes to the bylaws.

1. Legal study regarding fifth school: Brussels needs a site for a new ES school. In order to ensure that the parents can fairly and effectively assess suitability of a potential school site, parents need to be aware of the relevant legal framework. Therefore a legal study has been requested which includes the following points:

- A full understanding of the planning process and requirements for consolation so that we may participate and raise issues at correct point in the decision making process.
- The permissions from different authorities that are required e.g. fire safety, transport infrastructure etc. We understand there are multiple such permissions required,

but we are also told that this is not always respected

- The legal requirements in terms of facilities for a school site - such as open space,
- sports facilities, science labs etc. and with respect to the location of a new school
- Health and wellbeing requirements especially with respect to pollution levels
- The rights of teachers regarding say over change in working conditions

Discussion is held on the topic and how it's important it is to have a legal opinion ready as a tool to argue for or against a certain proposal. As an example from the past, the stair case in primary is mentioned. When we have the knowledge about the fact that the installation of a stair case which is not properly finished is illegal, then we are much stronger in our lobbying. The important thing is to have a tool to argue whatever we want to achieve. The timely action is essential. We suggest that we go through above mentioned topic and ask the lawyer to advise APEEE on the matter. Without a proper legal opinion we can't use the legal aspect in the arguments. It's not only about the proposition of the building at Arts-Loi, but for any school building which might be proposed. We should not forget that this might likely affect around 5000 students over 5 years.

A quote detailing works and estimation of the costs is provided by email to Jan von Pfaler. The estimated cost of the legal work is 8000 euro (excl VAT and peripheral costs). A budget of 12.000€ is proposed for the legal advice for the Arts-Loi project. Contact has been taken with the other APEEEs. F. Tudini informed that the Presidents of the other APEEEs have been requested to

participate and could decide to spend up to half of the cost, which would mean that APEEE Woluwe might have a cost of 6000€. Ixelles has already confirmed its interest. Laeken will not participate at this stage, while Uccle has to confirm after its next Board.

Agreed with APEEE Ixelles to have a meeting with the lawyer on Monday 26/11 at 13:00 to discuss to working time. Proposition to have the work started as soon as possible.

Questions asked and opinions shared by the Board members are:

- Could the two legal advice projects (Arts-Loi and primary building heat) be merged? Reply by J. von Pfaler is given that these are two projects indeed are separate even of the some similarities. The original quoted total cost has been split into two separate projects. Splitting is necessary to allow for co-operation with other APEEEs.
- Opinion is given by a Board member that it's not needed to get a proper wider ranging legal opinion, but rather ask an external company (a building expert) to make an assessment on solely questions of the very narrow building related questions.
- Question is asked why we pay the same work twice; there are same things in the 2 advices. The reply given that the question was answered above.
- Question is asked on how the lawyer was chosen. Reply: the company has been regularly and satisfactorily used by APEEE Woluwe for various consultation since 2013 and was therefore the first choice for a quote due to advances of relaying on longer term business relationship.
- Question is asked in what field the law firm is specialized? A reference to the company presentation on web was made. The expertise of particular lawyers involved is described in the quote.

Comment is given that if the question is to receive a clear overview of the legal obligations than this study can do it. If the question is whether Arts-Loi will comply with all these rules, then a technical plan is needed and the premises should be visited.

In 2 weeks' time there's a BoG meeting during which may have critical role in setting steps forward. The sooner APEEE is in position to effectively argue for or against a proposition, the stronger its role is.

Comments are made by F. Tudini: "we are not given access to the building nor to the working group. The decision to invest this amount of money for a specific legal advice on Art Loi should be taken only once the decision is taken on the Arts-Loi. The RdB is in any case not allowed to propose a building which doesn't comply with the legislation."

The law firm should be able to deliver initial legal advice in time before the BoG meeting if project is started swiftly. Proposition is made to add to the scope the question, what's to be done in case the proposed building doesn't comply with the law.

Open vote is taken on the proposal: The Board authorizes a legal consultation concerning establishing a new school site, up to 12.000 € excl VAT.

Votes: 1 Board member voted negative, all other Board members voted in favor.

Decision: The proposal accepted.

2. Occupational health and safety regulation on Belgium: a legal study on work environment, wellbeing and safety regulation applicable to work places in Belgium is proposed. A specific question concerns the working conditions and protection of staff and pupils at the school due to the problem of overheating and poor air quality in the class rooms in the

primary building at the school. All Board members had received a copy of the offer. A budget of 2000 € (excl VAT) was proposed by the law firm.

Vote on the legal study on the primary building at the school for a budget of 2000 € (excl VAT)

Open vote where all Board members present voted in favor.

Decision: Launch of legal study according to offer received for the amount of approximately 2000 € (excl VAT).

Meeting with the lawyer on Monday 26/11 at 13:00 securing no overlap between the two studies (on wellbeing and Arts Loi) will occur. J. von Pfaler, B. Davidsson and A. Dumitrache to attend. APEEE Ixelles will be represented as well.

IV Any other business:

1. Update from the WG & task forces:

- a. HSS working group: S. Khanboubi has volunteered to be the focal point for the topic on bullying

C.A. 18-12-2018

I Agenda points:

- 1) Approval of the agenda: **Agenda is approved taken into account additional point 9** school entrance policy under any other business and point 10 request from Board member for mandate of observer for the organization of the university faire events in March 2019. Request is also made to move the point IV Interparents to point I.
President congratulates the parents team who won the debate Parents – students on Monday 17/12/2018.
- 2) Approval of the minutes of the Board meeting of 21/11/2018: two versions (V3a FT BD JVP and V3b SG MC BD JVP FT) of the Board report have been mailed to all Board members. Discussion is held on which approach to take on the level of details in the minutes of the Board meetings. Request is made to delete the school bus number as in the version V3a FT BD JVP. Request is approved and school bus number will not be visible in the Board minutes.

Proposition is made to rephrase the allegation. Comments are made that Board minutes should stay neutral and not go into detail. Comment is made that when detailed descriptions of incidents are raised at the Board meeting it should be reported in a neutral way without mentioning the details.

President makes a suggestion for the modification of the Minutes of the Board meeting of November and reads the proposals for the agenda and the paragraph on the school bus incident out loud. Texts proposed:

“II Agenda points:

Approval of the agenda: Agenda is approved taken into account the point on school entrance policy under any other business and the request to add the points of the bus incident in the school and the streaming under the relevant WG points, if time allows”

"II Info and discussion point:

3. *Transport: transport working group meeting is scheduled on 6/12/2018 at 12:30. Proposition is made that when parents inform a Board member about a problem concerning the services, to discuss this first with the coordinator of the concerned working group. S. Goonetilake asks that the incident in the school bus is brought to the attention of the Board as she considers that it should be labelled as "racist". Discussion is held on this categorization and also on the possibility to apply disciplinary measures in certain cases. The need to better inform parents and have more formal follow up procedures is also discussed. S. Goonetilake had also raised this point in general with Mr Arnedo during the CEP&M where Mr Arnedo pointed out that all parents are to be informed that there is a link in the school website where one can complain about violence on the playground, swimming lessons and also in the school bus. It was agreed that APEEE transport would inform all parents who complain that there is a link in the school website to complain immediately:*

<https://forms.office.com/Pages/ResponsePage.aspx?id=aeA505McU0OzBwsicDW6>

One of the key issues that was brought was the need to contact parents from both parties when there is a complaint on violence. Some Board members also pointed out the necessity to engage the term "duty of care" as APEEE is the parents' association and not a commercial entity and that the care of the children would be a priority as is mentioned in the APEEE mission statement. Some Board members also raised the issue of gathering statistics, follow up of incidents and drafting a future follow up policy that would be standard for all core services. It was also proposed that APEEE should work together with school on issues of bullying and violence which happens in the core services as these incidents would have a primary effect on the children's wellbeing in the long run. APEEE periscolaire also faces such incidents and a psychologist has been hired this school year to deal with these incidents.

Procedure on follow-up of complaints will be further discussed during the working group meeting on 6/12/2018. Proposal is made to inform the school when it concerns measures.

Proposal was made to develop a future campaign on diversity and tackling violence in general regarding all forms of bullying on color, race, disability and religion etc.

Action point: *communication WG to discuss how diversity would be addressed to the school as a campaign.*

APEEE to inform all parents who complain of the link of the school website to inform the school of violence in the bus. See link: <https://forms.office.com/Pages/ResponsePage.aspx?id=aeA505McU0OzBwsicDW6QqLb1JM4oz1HKDJiNYEVMpUNEICMVhIODc2S1o1TIRUUVRMWVRSQVRWWi4u> »

Vote: vote is taken on the Agenda and Board minutes of the November meeting. All Board members voted in favor of the approval of the agenda. All Board members voted in favor of the proposed modified text of the minutes of the November Board., except 1 abstention.

Decision: Agenda is approved. The agenda and the minutes of Board meeting 21/11/2018 are approved with the proposed changes.

Proposition is made to give this task to discuss how diversity would be addressed to the school as a campaign to a Board taskforce at the new Board in 2019. Board members agree to this.

Written reservation is made by J. Melander on the decision by the Board that a candidate at the annual general meeting cannot be represented by a member linked to the Board (current, outgoing or candidate). In light of democracy, J. Melander expressed a written statement in the minutes of the Board report that he does not agree on the decision taken by the Board on the representation.

Comment is made that the decision of the Board at the 21/11/2018 Board meeting on the representation of a candidate at the AGM concerns a gentlemen's agreement, and depending on the situation, a decision can be taken case by case.

Proposition is made to make a change to article 4.6 Elections at the General Assembly of the working methods: "the members of the Board will abstain from presenting any candidate at the elections at the occasion of the General Assemblies." President informs that she will make a change in the last version of the working methods: "the members of the Board **should** abstain from presenting any candidate at the elections at the occasion of the General Assemblies.

Statement S. Goonetilake made a statement that she disagrees the way comments are not allowed to be reported in the Board minutes.

Comment is made by F. Tudini and other members that minutes cannot be used as the vehicle for presenting comments from external people that have not been proved.

V. Aulehla suggested board members to respect agreed working rules of the board on delegates' preparatory work and discussions to the working groups for proper assessment before issues are raised at board meetings.

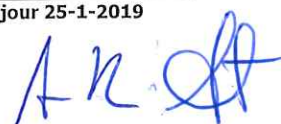
II Info and discussion point:

- **APEEE services:**

Transport: transport working group meeting took place on 6/12/2018. Pedagogical follow-up is possible through the school. An overview of all reported school bus incidents the last three semesters was presented at the working group meeting. According to information available, it was noted by the working group coordinator that none of the incidents has re-occurred. Measures were taken by APEEE in order to prevent the incidents from happening again.

Data protection point is discussed on whether it is possible to inform the school about the school bus incidents in case the parents do not want the information to be disclosed. The way forward on this could be that the APEEE indicates in the terms of use, which the parents accept when registering their children for an APEEE service, that in case an incidents happens during the service and the incident is considered to be severe, the APEEE has the right to communicate the incident to the school in order to properly address the incident finding a holistic solution.

Comment is made that in the CEP&M meeting it was pointed out that parents have the possibility to fill out a complaint document. The proposition is made that this should also exist for the incidents with secondary students.



Proposition is made that a general framework concerning the complaint structure should be created for all APEEE services.

Transport working group member B. Davidsson request the coordinator to add to the minutes of the 06/12/2018 working group meeting the document on "principles and guidance" that he had prepared for the working group meeting as well to add the conclusions of the discussion. The paper concerns the criteria and guidance that are used by APEEE transport service when bus routes, stops and time tables etc. are created with a view to review them and for clear communication to customers on rules that applies. The working group coordination informed the board that he does not support the initiative, considering that improvements compared to the procedures in place at present are not demonstrated and also to avoid additional administrative burdens without providing any value added.

President concluded that the document and the discussion with conclusions (point 3 of the WG meeting) should be added to the minutes of the transport working group meeting but not to the Board minutes.

III Discussion points and vote:

1. Annual general meeting:

Electoral office for the AGM: information is given that the President will most probably not be able to attend the start of the Annual General Meeting at 19:30. J. Melander has therefore kindly accepted to chair the annual general meeting on 24/1/2019. Therefore Mr Melander can't no longer take on the task of President of the electoral office. M. Caramujo has kindly offered to become part of the electoral office for the AGM and act as President of the electoral office.

The new composition of the electoral office consists therefore now of Ms Ieva Eggink, Ms Annakarin Hedin, Ms Katarzyna Horemans, Ms Johanna Saarentalo-Vuorimäki and Ms Manuela Caramujo, the last will act as President of the electoral office.

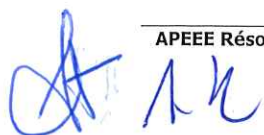
Decision: The Board members approve the new composition of the electoral office and the President thanks M. Caramujo for her cooperation.

- Mandate to Ms. Caramujo for substance abuse policy: Ms. Caramujo has mailed information on the substance abuse policy to the Board members and this will be attached to the minutes. The idea is that the school would create a task force on substance abuse policy. The meeting was supposed to take place this year, but this will probably will not be possible. Question is therefore asked whether Ms. Caramujo can receive a mandate from the Board to continue her work on substance abuse policy in 2019.

Vote: all Board members vote in favor for giving mandate to M. Caramujo to continue her work on substance abuse policy in 2019.

- Updated delegation of authority: all Board members received a copy of the updated delegation of authority. The President explains the proposed modifications. The big change is the 2500 euro budgeted cost initiated and approved by the committee.

Another change is the approval of invoices value 50.000 – 100.000 euro. Now these need to be approved by the Bureau. In the new proposal these will only need to be approved by 3 out of Treasurer, Head of related working group, President and Vice-President.



Vote: all Board members voted in favor of the updated version of delegation of authority.

- **Working arrangements: position as "Member" in the bureau:** the APEEE statutes stipulate that the APEEE Administrative board shall elect from among its members the following bureau:
 - One Chairperson, who shall be Chairperson of the Association
 - One Vice-Chairperson especially responsible for educational matters
 - One Vice-Chairperson especially responsible for administrative matters
 - One Secretary
 - One Assistant Secretary especially responsible for information
 - One Treasurer
 - One Member

Proposition is made to assign the Member of the Bureau to the HSS working group coordinator. Then the Member of the bureau will have a specific task and since the bureau mainly deals with staff issues, HSS can be part of that because HSS topics occur within staff issues as well.

Discussion is held on the proposal. Comment is made that if you want to make a change to the bureau then it should be changed in the statutes. The bureau should not handle be Health, Safety and Security matters. Question is also asked why to change the format of the bureau now when we arrive at the end of the Board mandate. Reply is given that the decision has no impact on the Statute but it will be incorporated into the Working methods which is not a binding document. The new Board can decide to adopt another approach.

Vote on the following is taken: to add to the working methods that the member of the Bureau should be the working group coordinator HSS unless this person has already taken on that function.

Vote: 12 Board members voted in favor and 2 board members voted are against.

Decision: Member of the Bureau should be given the function of HSS working group coordinator, unless the coordinator already taken on that function.

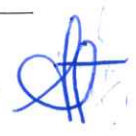
Action point: F. Tudini to modify the WM accordingly

- **Proposals to support the Media Club :** S. Goonetilkae has mailed a proposal to the Board support the Media Club by buying equipment for them. The students of the Media club had worked diligently to prepare this proposal. They thanked APEEE in advance for supporting the Media Club and pledged to look after the equipment with responsibility. The list of items to be purchased are 3 cameras, 5 tripods, 2 sound equipment and 3 gimbals which are to be shared by over 30 members. A question was asked who would take the responsibility for the equipment. Reply is given that a teacher will take responsibility and that Lea Andries has offered to store the camera equipment in her office. The media club proposal is attached separately for those interested in more details.

Vote: all board members vote in favor of the proposal to grant 1.935 euro to buy camera equipment for the Media club.

Decision: APEEE will grant 1.935 euro from the Social Fund to the Media club to buy camera equipment.

IV Any other business:

AN. 

- University fairs for Dutch speaking universities and high-school in March 2019: K. Horemans asks whether an extension of her mandate until the 20/3/2019 could be given, so that she can take on the task to organize the university fair for Dutch speaking universities in March 2019.

Information is given that she could be given the position of a volunteer in the Board. Which is a membership in the long run without voting rights. Question is asked whether she can use a woluweparents.org email address. For run-off projects this could be considered and be approved by the new Board. This could be allowed for anyone who was part of the Board and is still working on a project. The mandate should be reconfirmed by the new Board.

Comment is made that in that email signature the position of K. Horemans should be explained. For example coordinator for WG and a disclaimer for example designation for somebody from the Board working on a project.

Mr Simon Sharron agreed to have the University fair at our school in March 2019. This will be organized by K. Horemans in cooperation with the coordinator of the Dutch section.

Decision: Board agrees that K. Horemans can use the woluweparents.org email address until the organization of the University fair is done. After the organization of the University fair the email address will be closed. It **was agreed** that J. Janss who is working on Wellbeing project and M. Caramujo working on the Drugs project would receive the same status for their voluntary work done for the Board.

M. Caramujo informs that a PT University fair for students will be organized on 20/2/2019.

Annual general meeting 24/1/2019

L'Assemblée Générale approuve à l'unanimité l'ordre du jour.

Résolution votée à l'unanimité

L'ASSEMBLÉE GÉNÉRALE nomme comme scrutateurs : Mme Ieva Eggink, Mme Annakarin Hedin, Mme Katarzyna Horemans, Mme Johanna Saarentalo-Vuorimäki et Mme Manuela Caramujo, le dernier étant Présidente du Bureau électoral, et fixe **à 17** le nombre de « croix » maximum par bulletins.

Resolution votée à la majorité – 1 abstention

L'ASSEMBLÉE GÉNÉRALE approuve les comptes 2017-2018 qui lui sont présentés et approuve l'affectation des résultats de l'exercice aux fonds affectés des 5 départements.

Résolution votée à l'unanimité

L'ASSEMBLÉE GÉNÉRALE approuve le projet de budget 2018-2019 qui lui a été présenté et fixe la cotisation à 45 euros par an et par famille pour la prochaine année financière (5 euros par cotisation payée étant affectés au Fonds social).

Resolution votée à la majorité – 4 abstentions

L'ASSEMBLÉE GÉNÉRALE donne décharge au Commissaire pour son mandat concernant l'exercice comptable écoulé.

Résolution votée à l'unanimité

L'ASSEMBLÉE GÉNÉRALE approuve le rapport d'activité pour l'année 2017-2018.

Résolution votée à l'unanimité

L'ASSEMBLÉE GÉNÉRALE donne décharge de sa gestion au Conseil d'Administration sortant pour l'exercice 2017-2018.

Résolution votée à l'unanimité

L'ASSEMBLÉE GÉNÉRALE proclame élu le nouveau Conseil d'Administration, au vu du rapport du Président du Bureau électoral.

Résolution votée à l'unanimité

Les parents de l'Ecole européenne Bruxelles II souhaitent exprimer leur position sur une éventuelle proposition d'installation d'un site temporaire pour les élèves du deuxième cycle du secondaire. Le site proposé se trouve dans un bâtiment actuellement occupé par le ministère belge des Finances, rue du Commerce, à quelques pas de la station de métro Arts-Loi.

Les parents se préoccupent de la qualité de l'éducation, de la santé et du bien-être de leurs enfants. Les dernières années avant le BAC sont les années les plus critiques pour les étudiants. Un environnement d'apprentissage sûr, efficace et riche est essentiel pendant cette période. En gardant ceci à l'esprit,

LES PARENTS de EEB2

- Considèrent le site de Arts-Loi comme inadapté et jugent inacceptable la séparation des élèves S6-S7 de l'école principale.
- Demandent à participer pleinement et en temps opportun au processus de prise de décision et à obtenir une réponse à leurs questions.
- Exigent une évaluation d'impact appropriée de la proposition actuelle, y compris des implications de la séparation de S6/S7 du site actuel et l'examen de sites et solutions alternatives.
- Insistent pour que toute solution temporaire réponde aux normes standard s'appliquant à une école belge et soit équivalente aux normes des EEB 1-4 pour les groupes d'années concernés, en termes de sécurité, de bien-être, d'équipements, d'ampleur et de qualité de l'enseignement.
- Croient en la solidarité. Ils demandent un site adéquat pour les enfants d'aujourd'hui et de demain.

La présente résolution doit être communiquée au Secrétaire général des Écoles européennes, à tous les chefs des délégations au Conseil supérieur, à la Commission européenne, aux Représentations permanentes auprès de l'UE, aux membres du Parlement européen, aux inspecteurs nationaux et aux représentants des enseignants et des élèves dans toutes les écoles européennes de Bruxelles.

DECISIONS PAR PROCEDURE ECRITE / DECISIONS VIA WRITTEN PROCEDURE

Procédure écrite 1 (7-3-2018): proposal for 40.000 euro budget for installation self service at the canteen of the teachers:

2 votes against and 15 votes in favour and 1 abstention.

Decision: budget of 40.000 euro for installation of self service in the canteen of the teachers is approved.

Procédure écrite 2 (21-11-2018): request to send text of the COM Staff survey to the parents.

12 votes in favor.

Decision: COM Staff survey can be mailed to the parents.

Procédure écrite 3 (9-1-2019): request for approval of the annual report to be presented at the AGM 24/1/2019.

19 votes in favor.

Decision: annual report can be presented to the AGM.

Procédure écrite 4 (20-1-2019): request to invite students to AGM of 24/1/2019

12 votes in favor.

Decision: 3 students can be invited to the AGM.

Procédure écrite 5 (21-1-2019): request for the approval of the report (V6) of the Board meeting of 18/12/2018.

8 votes in favor, 1 vote against and 2 abstentions

Decision: the Board report of the Board meeting of 18/12/2018 is approved.

Francisco T. T. T.