Réunion du Conseil d'Administration de l'APEEE Evere-Woluwe
Lundi, 7 septembre 2026 – 19h00-23h20
Cantine de Woluwe & Zoom

MINUTES – MEETING OF 7 SEPTEMBER 2026

Participant Board Members:
Alessia Ghezzi (IT)
Albert Rädler (DE), Treasurer
Andrea Panizza (IT), Deputy Secretary
Andrew Janis Folkmanis (EN)
Anja Semmelrodt (DE) *[online]*
Anne Becker (DE), Vice-President for pedagogical matters *[online; left at 20h45]*
Johanna Peyredieu du Charlat (SE) *[in WOL until 20h45 and then online]*
Joana Gil (PT), Secretary
José Madeira (DE) *[online]*
Lena Widefjäll (SE)
Mindaugas Skaraitis (LT), Member of the Bureau *[joined online at 19h30]*
Nicolas Lacroix (FR), Vice-President for administrative matters
Rüdiger Martin (DE)
Soraya Lemaire (FR) *[joined online at 19h20]*
Virgilio Miolato (IT)
Virginie Battu-Henriksson (SE), President

Other participants:
Hong Ha Nguyen, ad interim Director *[left at 21h30]*

1. Approval of the agenda

The President proposed to add a new point 3.4 to the agenda in order to mandate the President and Vice-President responsible for administrative matters to approve the 2025 school's accounts, which were shared with the APEEE in the recent days. The President proposed to adjust point 4.5 in the agenda by deleting the reference to Annex VII in order to make it more encompassing and allow for a wider discussion on governance. The adjusted agenda was approved by unanimity.

Decision: The agenda is approved.

2. Approval of the public minutes of the Board meeting of 30/06/2026

The Board votes unanimously the approval of the public minutes of the Board meeting of 30/06/2026.

Decision: The public minutes of the Board meeting of 30/06/2026 are approved.

3. Items for decision

3.1 Change in the date of the AGM

The President informed that the Commission communicated late August the unavailability of the reserved room for the APEEE's General Assembly for the initially envisaged date, 28 January 2027. As an alternative, the room is available on the 25 January 2027.
The Board votes unanimously to change the date of the next General Assembly from 28 to 25 January 2027, due to unavailability of the room on the initially planned date.

Decision: The date of the next General Assembly meeting is changed from 28 to 25 January 2027, due to unavailability of the room on the initially planned date.

3.2. Appointment of representatives for the SAC meeting and for the Administrative Board

The Board discussed the representation of the APEEE in the upcoming SAC meeting, scheduled for 21 September 2026. The President informed that due to the change of date, she was no longer available to attend with the Vice-President responsible for pedagogical matters. Lena Widefjäll, CEPM coordinator volunteered to attend the meeting. The Board designates the Vice-President responsible for pedagogical matters and the CEPM coordinator to attend the upcoming SAC meeting by acclamation.

Decision: The Board designates the Vice-President responsible for pedagogical matters and the CEPM coordinator to attend the upcoming SAC meeting.

The Board discussed the representation of the APEEE in the upcoming Administrative Board meeting, scheduled for 29 September 2026, in light of Article 20 of the Statuts, since the President plans to attend but the Vice-President responsible for administrative matters cannot. The Vice-President responsible for pedagogical matters volunteered to represent the Vice-President responsible for administrative matters and attend the meeting together with the President. The Board designates by acclamation the Vice-President responsible for pedagogical matters to attend the upcoming Administrative Board meeting in representation of the Vice-President responsible for administrative matters.

Decision: The Board designates the Vice-President responsible for pedagogical matters to attend the upcoming Administrative Board meeting in representation of the Vice-President responsible for administrative matters.

3.3. Approval of the school's 2025 accounts

The President informed the Board that the school shared the 2025 school's accounts for approval. In the absence of an explicit approval, the accounts will get approved under silent procedure. It would be preferable that the President and Vice-President responsible for administrative matters were in a position to actively approve those accounts, and not just through silence.
The Board unanimously mandates the President and the Vice-President responsible for administrative matters to approve the school's 2025 accounts.

Decision: The Board mandates the President and the Vice-President responsible for administrative matters to approve the school's 2025 accounts.

3.4. Name of domain (website, email addresses)

Rudiger Martin introduced the topic by mentioning that the current APEEE domain, woluweparents.org, is well established but no longer fully reflects the identity of the association following the development of the Evere site. A presentation was delivered on the existing practices across APEEE, which shows that there is no harmonised naming convention. The guiding principle should be that it is clear that the domain is primarily linked to the parents' association and not the school. The choice of the domain name itself (the second-level domain, e.g. woluweparents) should be considered separately from the choice of top-level domain (.be or .eu or .org).

Among the options available, two possibilities, both available and not-registered, were discussed. The first option is "apeeeb2", which is the shortest and simplest, easy to remember, straightforward to communicate both verbally and in writing, and clearly links the domain to APEEE Brussels II for those familiar with the European Schools terminology. It has no hyphen, thus reducing the risk of typing errors. The compact format is handy also for e-mail addresses. A possible disadvantage is that "B2" is less immediately self-explanatory than "Bxl2" to users who are already familiar with the Brussels European schools terminology. The second option is "apeee-bxl2", which corresponds more closely to the designation already commonly used by the Association: "APEEE Bxl II". Advantageously, it ensures close alignment with the Association's existing name and identity and has a clear reference to Brussels II. However, compared with apeeeb2, it is slightly longer and the hyphen makes it less convenient to communicate and type. Virgilio Miolato reminded that these changes will impact the e-mails, although they will not necessarily impact their display name.

The Board members discussed the alternatives. There was consensus that the top-level domain should be ".eu", while also acquiring ".be" and ".org" as aliases. The Board voted to decide between "apeeeb2" (**9 votes**: Johanna Peyredieu du Charlat, José Madeira, Lena Widefjäll, Mindaugas Skaraitis, Nicolas Lacroix, Rüdiger Martin, Soraya Lemaire, Virgilio Miolato and Virginie Battu-Henriksson) and "apeee-bxl2" (**7 votes**: Alessia Ghezzi, Albert Rädler, Andrea Panizza, Andrew Janis Folkmanis, Anja Semmelrodt, Anne Becker and Joana Gil).

Decision: The Board decides to use "apeeeb2.eu" as new primary domain name, and "apeeeb2.be" and "apeeeb2.org", as aliases.

4. Items for discussion

4.1. First feedback on services after the *rentrée*

The Director updated the Board on the main feedback gathered throughout the first three days of the school year.

The **extracurricular activities** have not yet started; however, supervision is already working and is running smoothly.

The first day at the WOL **canteen** was challenging due to the massive afflux of students at the same time. In the meantime, the school was contacted to adjust the schedules, and hopefully that will bring some relief to the pressure put in the service. The second day already reflected some adjustments, also in the organisation of the canteen space, and went smoother. Another concern is that children are not allowed to refill their dishes, since they cannot queue twice to get more food. This policy is the same as in Uccle and Ixelles and is also being addressed with the canteen personal to ensure that all children get an amount of food appropriate to their needs, while avoiding waste. In EVE, the situation is smoother, since the model from last year remains essentially untouched, except for the nursery children eating in their classrooms.

On **transport**, the service is doing its utmost to surmount the many challenges that it is facing. In particular, the first day was severely difficult. The transport team is working on a communication to parents to clarify why some routes are experiencing long delays. The bug, in the first school day, on the sms system that alerts parents of delays caused further frustration as parents could not be informed of the delay; worsening the many of the problems experienced on that day. The fact that many routes are long cannot be avoided, as the population served by the service lives further from the site than was the case in WOL. There is no prospect of having more buses, since the space in the parking lot is limited and cannot accommodate more than it already does. The President shared the latest updates from the school's Director, according to whom there is the possibility to get some additional space from Justitia for parking cars of the school's staff; however, that will not allow for wider space for buses, it will simply remove more cars from the parking lot during the day, when buses are not present, so the final figures for buses will not change. The Board discussed some specific individual cases relating to transport, and concluded that there will be a natural stabilisation of some elements (children and school staff will get used to the bus lines and bus places over time) but there are some other constraints that, for now, are impacting the duration of the routes and that are beyond the control of the APEEE. The traffic light immediately after the exit of the parking area makes it impossible to empty the parking lot in an expedite manner. A discussion took place on other aspects not related to the move, as the need for children to comply with the rules on discipline and behaviour inside the buses and to go about misbehaviour by students. There was consensus that parents should be reminded about the existing rules. Additionally, the lost and found procedures where discussed and it will be considered how to best communicate to parents what is the existing approach. However, for the time being the priority is to reach out to the parents' community to provide context on the many challenges that the service is facing. The Board agreed on the importance of having a report reflecting the issues and how they can be addressed and avoided for the future, as the report already prepared only provides a state of play on the first three days of transport operations. Given the number of requests and pressure the service is facing, reporting will be completed once the more pressing needs have been tackled.

4.2 Financial matters

The Treasurer informed about the surplus expected, which hopefully will be neither too high nor too low. Registrations are essentially ready. The pre-budget can now be used as a basis to prepare the budget, which is to be voted by the Board on 14 October 2026 and then submitted to the General Assembly for approval in January 2027.
The outstanding amounts continue to be an issue, very time-consuming. There is the expectation that the new payment system in the canteen might have a positive impact on

this matter, also allowing for a reduction in the outstanding debt. The Board discussed the implications of the existing rules and how to enforce them.
As regards the Ukrainian students, the Treasurer confirmed that they have so far been exempted from paying the services made available by the APEEE. Andrew Janis Folkmanis noted that Ixelles is the Brussels-based school that receives more Ukrainian students and that the topic is under review. The Secretary supported to try and find an approach that is line with that of the other APEEEs. Virgilio Miolato will reach out to the other APEEEs in order to see what the current practice is.
The Treasurer updated the Board on the allocation of amounts to savings accounts as decided by the Board on 17 March 2026.
The Board took note of the matter and looks forward to the submission of the budget.

4.3. Evere site: installation of modules and permit

The President reminded the Board of the context on which the rentrée in Evere is taking place: the school had planned the installation of modules in the EVE site to gain additional room and these modules were expected to be installed over summer – this would bring additional storage place, dedicated rooms for SWAL and music, and APEEE offices. At the end of the school year, *Régie des bâtiments* decided not to issue the permit for the modules, since it did not yet accept the works as delivered by the company that built the EVE site. Without this permit, the modules could not be installed, and the school had to organise the beginning of the school year over summer without the possibility to rely on those modules. Until the original works are accepted by the *Régie des bâtiments* the permit for those additional modules will not be issued. The school is nevertheless keeping the administrative request and did not withdrew it. In the meantime, the EVE site itself has a permit that will expire in February 2027 and that is expected to be renewed by then. However, the school is now being advised to withdraw the request for a permit for the modules, otherwise the extension of the permit for the Evere site might be impacted. As a result, there is not visibility on when the installation of the modules could get green light from the authorities concerned.
The Board discussed the topic and Board members shared their dismay with the outcome of the permit request procedure, the outcome of which impacts the organisation of the school day, notably leading to the new arrangements for warm meals for nursery children. It also hinders the work conditions of the APEEE staff, since the staff in the EVE site is accommodated under significant space constraints, catered for by means of alternate days of teleworking.
The Board unanimously committed to use all its leverage to engage with the school and with any other relevant stakeholders in order to find a suitable solution as soon as possible.

The President thanked the Director for his availability and he left the meeting.

4.4. Preparation of S5, S6 and S7 to B-tests and BAC

Anja Semmelrodt informed that a meeting with the school's Secondary Director will take place soon on this topic. The Board will be updated as soon as there is new information from the school on this matter. The President invited all Board members to reach out to the Vice-President responsible for pedagogical matters and to Anja Semmelrodt, as CEES Coordinator, to share their views and input on this matter based on what they know from their sections.

4.5. Internal rules

The Secretary reminded the Board that Annex VII, outlining the delegation of powers and actions, was suspended in June, with the intention to reflect on its update. Additionally, the internal rules could also themselves benefit from an update, since there are some internal inconsistencies that could be tackled. Finally, the statutes were designed keeping in mind a school with two cycles in Woluwe and one in Evere, and do not fully reflect the organisation as of 2026/2027 school year. Two options are possible: to outsource the updating of these documents to an external consultant or to have it done by the APEEE itself. In light of the relevance of these documents, they could benefit from being checked by a professional. There was general agreement around the usefulness of having the revision of these documents performed by a professional. More concretely, Ernst&Young is experienced on these matters, as it worked on the statutes and internal rules of other APEEEs. The President committed to reach out to Ernst&Young on the matter and revert to the Board accordingly.

5. Items for information

5.1. Timetable for secondary students

The President informed that this point will be discussed shortly with the school's director and that the Board will be updated as soon as more information is available.

5.2. App for carsharing and small adds

Virgilio Miolato and Rüdiger Martin updated the Board on the matter. The work is progressing on this and the APEEE is awaiting feedback from Delaware. As soon as there are concrete developments, the Board will be informed so that a decision can be taken.

6. HR and confidential business matters

[Confidential point due to data protection and privacy legislation]

The meeting ended at 23h20.

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