

Minutes

APEEE Board meeting on 4 October 2018

Participants: Kathryn Máthé (APEEE President), Monika Behrendt (Sec.PL), Irene Bonvissuto (Sec.IT), Paola Caruso (Prim.FR), Gregorio Davila Diaz (Prim.ES), André De Woot De Trixhe (Sec.FR), Henning Ehrenstein (Berk. DE), Arnaud Fremiot (élu AG), Brian Gray (Sec.DA), Anne-Marie Hammer (substitute Prim.DA), Karin Hundeboll (APEEE Vice-President), Andrej Kobe (élu AG), Zoltan Krasznai (élu AG), Eduardo Lanza Saiz (Maternelles), Roberto Marigo (Prim.IT), Pere Moles Palleja (élu AG), Stefan Obermaier (Sec.DE), Gundars Ostrovskis (Berk.LV), Balazs Palvölgyi (Prim.HU), Valentina Papa (Prim.EN), Fairouz Rotenberg (substitute Sec.FR), Ioana Sandu (substitute Sec.FR), Stefano Santamato (élu AG), Emese Savoia-Keleti (substitute Sec.HU), Henri Vanheusden (Berk.FR), Marcin Zarzycki (Prim.PL).

1. Adoption of the agenda

The agenda was adopted with the proposal to add several " Any Other " items: the redesign of S1PL classes, by mixing the students of the two classes at Marcin Zarzycki's request. This seems to be a common practice. The use of mobile phones during breaks, at the request of Valentina Papa who is worried that the children will no longer play. The impression that SWALS children are disadvantaged in terms of their schedule according to Andrej Kobe, with Language1 hours often placed during the lunch break.

2. Approval of the draft minutes of the CA meetings on 25 April and 21 June.

The minutes of the CA meeting of 25 April 2018 are approved.

The minutes of the CA meeting of 21 June 2018 will be approved by written procedure.

3. APEEE financial procedure to award funding on school projects.

Final version prepared by the APEEE President, key members of the board, and the APEEE legal working group.

The financial procedure presents three modalities depending on the situation:

- The regular presentation of projects, annual or semi-annual, open to the entire school community.
- The urgent procedure
- The simplified procedure, for recurrent and low-value projects.

Three annexes provide a framework for submitting funding applications.

The available budget for each year will be approved by the General Assembly. The call for projects can then be launched, in particular via the APEEE newsletter and website.

The Administrative Board unanimously approves, less one abstention, the financial procedure presented and discussed.

4. Recommendation for an amendment of the APEEE Statutes to include formal representation of Berkendael and SWALS.

Proposal prepared by the APEEE Vice President, the APEEE legal working group, the Berkendael working group and the APEEE President.

The Administrative Board votes and authorizes, unanimously less 3 abstentions, the Legal Working Group to amend the statutes based on the following principles:

- 16 section representatives from the Uccle site + 1 permanent SWALS representative + 5 representatives for Berkendael + 4 members elected at the General Assembly.
- Representativeness of Berkendael: criteria for election or appointment of the 5 representatives can be decided internally.
- The amended statutes must be validated by a Notary Public after a vote at the General Assembly of the APEEE. These new measures will not be applied until 2019-2020.

5. Proposal by the FR section to increase the proportion of their representation on the APEEE.

The French-speaking section represents 32% of the population of the EEB1. Representatives are overwhelmed with requests from parents. The work of communication, responding to parents, organizing and motivating is enormous and relies on too few volunteers. This is why, after consultation with the representatives of the FR section, they are asking for one more representative on the APEEE Board (the written proposal asked for 2 additional members).

After discussions, the Administrative Board agrees that the French representatives could have more deputies (as this is already permitted in the statutes) but no additional titular member with voting rights to avoid changing the equal treatment of all language sections and the democratic balance.

The discussion included the following arguments :

- the fact that there are currently 4 representatives of the FR section on the CA Board (2 section representatives and 2 elected in the GA),
- that the small sections are less represented within the school community but must be represented on the same level as the others in terms of decisions,
- that in the General Assembly it is the effective members (parents' representatives) who vote.

6. Received funding requests:

a) Cuba Trip for S7 students

Six S7 students will go to Cuba during All Saints' Day off as part of a musical project. They are asking for financial support from the APEEE of up to €1,200.

The APEEE Board votes on the principle with 5 votes in favour, 9 votes against and 6 abstentions. There are many reasons for this: not to subsidise what parents have asked their children to finance; not to initiate other "individual" requests of this type; and above all not to use APEEE money for a project involving only 6 pupils.

The Board finally decides it is a worthwhile project so representatives can be encouraged to send the information to all parents, leaving everyone free to co-finance or not this project.

b) Proposal for APEEE Teacher Appreciation Drinks Event

The Administrative Board agrees in principle that a teacher appreciation event would be good, but only on the condition that it would also include parent representatives and allow a mixing of the groups. The date of November 5th seems tricky, as many parents are not available that day. The President of the APEEE will discuss this matter again with Mr. Goggins. Some suggestions were made as to how such an event might be organised.

7. Should the APEEE invite the school to consider ending the practice of requiring the pupils to wear specific T-shirts with the school logo (all cycles) and blue shorts (Primary) during Physical Education classes?

This point is not discussed due to the late hour.

8. Financial results of the 26 May School Fete

The evaluation of the 2018 Festival shows many meetings, impressive coordination, good contacts with the school and students, a new organisation (sub-coordinators), online orders for tickets and payments by bank card, and high quality supplies. Security was well managed, knowing that at certain times more than 6,500 parents were on site.

Some figures: €55,233.14 of income deposited in the bank, just over 34,000 € of expenses. The profit after deducting the receipts of the charities amounts to about €16,700. This benefit is lower than last year, due in part to more expensive activities for secondary school students. But the result in terms of quality and satisfaction of the participants was excellent.

9. Measures taken to protect the parents' personal data within the APEEE Services and the APEEE.

The APEEE Services has started the necessary process to comply with the GRDP. The decision was taken to use an external data protection officer (DPO). The next step is to do the mapping and wait for the recommendations for compliance, knowing that the parents' data are already being used in accordance with the regulations.

The management of the APEEE Services proposed to the APEEE Bureau to handle the procedures for the APEEE Services and for the APEEE, which was accepted. The cost of these procedures is entirely covered by the APEEE Services. All the procedures are now done for both associations.

The President of the APEEE reminds us that we need a text to be sent to the parents.

The subject of vending machines was then discussed: the school was firmly opposed to these vending machines, particularly because of the experience of other schools. The APEEE Services has decided to modify the opening hours of the cafeteria and to try to set up an electronic payment system in order to make transactions faster. The student committee has agreed.

10. Feedback from key meetings

This point is no longer covered due to the late hour.

11. APEEE Well-being working group: call for interested parent volunteers.

Fairouz Rotenberg has resigned from the coordination of this working group (WG). The actions implemented require a lot of work and few parents seem to be available. Parents should be informed of the need to find volunteers and a coordinator for this WG.

Rapporteur : Esther Proficz