



Tuesday, 18 February 2020 at 19:00

In the Teachers' Canteen (Van Houtte building)

Av. du Vert Chasseur 46

B – 1180 Brussels

MINUTES

ATTENDEES:

Voting Board Members: Noemie BEIGBEDER (Berkendael), Sara DAGOSTINI (IT Prim), Henning EHRENSTEIN (Berkendael), Brian GRAY (APEEE Treasurer, DK Sec), Marc GUITART (APEEE VP Ped, ES Sec), Christina KARAKOSTA (Berkendael), Patryk MALESA (PL Prim), Kathryn MATHE (APEEE President, EN Sec), Pere MOLES PALLEJA (member elected by GA), Valentina PAPA (EN Prim), Julien REICHSTADT (FR Prim), Diana SENCZYSZYN (PL Sec), Thomas SPOORMANS (FR Sec), Ivan TORRE (IT Sec), Istvan VANYOLOS (HU Prim), Monika VELIKONJA (CA SWALS)

Represented by Proxy: Karin HUNDEBOLL (DK Sec, proxy by Brian GRAY)),

Deputy Board Members (non-voting): Neva ALES VERDIR (EN Sec), Bartosz HACKBART (Berkendael), Nathalie KALOGERAS (FR Sec), Emese KRIASZTER (HU Sec), Maciej SZKOPANSKI (PL Prim)

Other Participants: Andrea HUMMEL, Andrew LYSTER (CE EN Prim)

APEEE Secretariat: Selena GRAY, Guendalina COMINOTTI

Board members can find all supporting documents in the shared folder in One Drive (2020-02-18 APEEE Board Meeting/Supporting Documents)

1. Adoption of the agenda

The agenda is adopted. Guendalina COMINOTTI announces that a Facebook page has been created for APEEE Bruxelles 1 (Facebook.com/Uccleparents), to serve as a platform for useful information on events, initiatives and adverts.

2. Approval of draft minutes of the Board meeting on 21 January; action points reviewed

The Minutes are approved, pending some minor corrections. Action points are reviewed: *Orientation, Assessment and BAC* is now the official name decided upon by the Pedagogical WG and it has also added *Educational Technology* (digital technologies) to its mandate; summaries from WG Coordinators have not been received and are again requested; the Legal WG now have 1 Belgian lawyer on the team but would need more; meeting templates have been created and available on OneDrive (2020-02-18 APEEE Board Meeting/supporting documents); School Communication Policy and Internal Procedures Task Forces are still actively seeking members; feedback on discipline includes issues on the bus and in corridors from the PL section, on football

fields from the DK section. Some issues can be linked to overcrowding (confusion during free periods). Marc GUITART reports on the pedagogical group meeting in relation to discipline measures taken in the classroom, asking more feedback from sections so that he can go back with a common position on all these issues; pedagogical capacity reports have been requested by OSGES from all schools but feedback from EEBI is unclear, reports by school kept confidential. Fire brigade report is scheduled for March (physical and evacuation capacity of spaces). Canteen and transport evacuation capacity have been requested and APEEE Services is currently pulling together numbers.

Action

APEEE to remind Coordinators of the Working Groups to submit/update short summaries for the website, to attract more volunteers.

Sections to continue to consult on discipline issues

Points for discussion and decision

3. Proposed mandate of the Community Building Working Group (Document 3)

The President introduces Andrea HUMMEL, newly recruited candidate for Coordinator of the WG, currently in the process of being elected by the Hungarian Section as class representative (S4 or S6), after which she can become a Deputy CA Rep for HU Sec and take on the role as a Board attendee. Andrea HUMMEL presents the mandate and the Board votes in favour of the mandate (16 votes for, 1 abstention and 0 against) and in favour of Andrea HUMMEL being Coordinator (17 votes for, 0 abstention and 0 against).

The President appeals for more volunteers to get involved in the CBWG Outreach activities.

4. Proposal to participate in Girl Tech Fest 2020 on 25 April at Laeken, run by the Digital Leadership Institute (Document 4)

It is reported that the Fest date is postponed to 17/10/2020 (Women's Digital Week) as organisers could not gather enough funds in time for April. The organisers are encouraged to submit a request to contribute towards funding for snacks during the APEEE Spring Call. Aimed at 250 participants, the Board discusses how to mobilise the participation of girls from EEB1. It is agreed that criteria should be specified in a more precise proposal if APEEE are to contribute to funding.

5. Proposal to participate in the Good Planet Belgium programme, including inter alia initiatives "Gros pull", "Tous à l'eau", "Zéro Déchet" (Document 5)

The APEEE supports moving forward with the initiatives, which should be presented to the school's Green Group. It is unclear whether the Green Group covers primary as well. This can be checked and if not, then primary can be approached separately.

Points for discussion

6. Organisation of the 9 May 2020 School Fete: new vision and expectations from parents (Document 6)

The Board discusses the school's new vision of a shorter fete and opportunity for open house for visitors. Next meeting will clarify if teachers or parents will provide first ideas for space and time slots for stands and what exactly can be organised on the premises.

7. Legal Convention between APEEE and the School (Document 7 – Draft Framework Agreement)

All of the schools in the system have been asked to do this within the parameters of a legal Framework Agreement, but for the most part this is aimed at Services. The 4 school Directors and 5 APEEE Presidents are working closely together but ultimately these will be different for each

school. For EEB1, because APEEE is separate from APEEE Services, 2 conventions will have to be drawn up. Arising out of a decision taken at the BoG some years ago, originally to legally separate the school from canteen service providers, the auditors subsequently discovered that no conventions existed. Despite deadlines, developments and consultations with lawyers from the Central Office, nothing has ever been signed by the Brussels schools. Now authorities are pressing the schools, in parallel with security and data protection conventions and other major issues APEEE has been driving for years. The school is now required to produce this convention, in collaboration with the APEEE. It is clarified that under APEEE the legal discussions consider both sites (Uccle and Berkendael) under a single agreement and it appears APEEE Services are working towards the same notion.

Timeline: Meeting with legal WG mid-March, Meeting with Director beginning of April, other APEEE mid-March for a shared draft.

Oral Points for Information

8. Pedagogical update: Secondary CE report; Primary CE agenda; PedGroup Meeting report (*Documents 8a-1, 8a-2, 8b, 10a, 10b*)

The Pedagogical Coordinator takes the Board through the CE Meeting points with ensuing discussions. (Secondary CE took place the evening before and Primary upcoming in a few weeks).

Primary points for CE meeting highlighted: *Transition from Primary to Secondary; Mobile phone policy* (at SAC meeting today the school confirmed that the current practice in Primary is that phones are required to be disconnected for the whole school day); *budget issues* (financial reporting of trips), *musical projects* (Music and Friendship project); *European hours* (approach, organisation, options and projects).

Feedback from the Secondary CE meeting: there were 18 points from parents in the agenda. The Coordinator presents, and the Board discusses, the following points:

School management were questioned on the *rules of procedures of CE* and the systematic lack of documents circulated in advance. (For example, detailed data in hard copy is handed out in meetings, and there is no way for parents to analyse this properly). The rationale of school management behind this lack of documentation is that the CE is only a consultative meeting (not a decision-making body), and that we as parents have a mandate from our sections to represent their concerns during this meeting and should not need to consult directly. With school management seeing representation in this way, consultation cannot happen effectively (especially without documents ahead of meetings). On another level parents have expressed that they do not feel consulted during these meetings. As a result, the Internal Procedures WG was re-approved; There was again a commitment to have a new digital platform running by November to facilitate *parent-teacher meetings*;

Ms Kunster presented an overview of *rooms available for free time* and there was a discussion around lack of chill out spaces (with preliminary suggestion to consider moving lockers outdoor under a cover and to work with Services to find a centralised area);

There was confirmation that a *new S4-S7 librarian* will start in March;

There was an agreement to share details on *New Marking Scale* statistics with parents as soon as available;

There was a reply to a concern raised from the German section as to whether students can ask *questions during B-test exams* (normally yes);

There was mention of a planned visit of the *President of the European Commission* in May;

The *SMS system* was discussed: school admin currently inviting teachers to publish programmes on SMS and the move towards this becoming a requirement; parents had asked that this be a requirement.

Jan BELIEN will begin to work on the *Green Cards for S5*, using a stamp on their badges as interim solution until next year;

For *mobile phone policy*, the Director accepted to create a WG (students, parents and teachers) led by teachers and to present the outcome of this discussion at the next CE (develop the policy on BYOD, replacement of calculator with App, frame use of mobile phones);

Students have created a Homework Policy WG to develop *guidelines* (mostly related to the S5 and S6 exam periods, requesting a harmonised approach to homework, parents asked to include the stronger use of SMS as part of this mandate);

Evaluation has started on *enrichment groups for L2* with results hopefully for next CE in May.

A list of *class trips* was handed out on paper, is unclear (sections missing, incomplete) and cannot be circulated as not digital.

There is a proposal for *vending machines*

Teacher retention: they promise they will do everything to retain local hire teachers (solution when teachers are not seconded from MS), but cannot ensure it as the rules are that priority is given to *seconded teachers*. Lengthy discussion within the Board around the quality of seconded teachers, certificates, language levels and recruitment. In Berkendael the majority are local hire teachers and the quality well appreciated. There is a list of exceptions (EN L1 Secondary, philosophy L1 and primary teachers are protected posts for which seconded teachers are not sought if there is a local hire in place – the APEEE can attempt to expand this list of exceptions with Central Office to include L2 teachers).

The President closes, summing up that there are 3 WG/task forces that have been started by the Secondary CE: mobile phones, vending machines, and homework (sms), with internal procedures reapproved, and that members are needed for vending machines and homework. We should receive the list of study halls/rooms available for free time by end of the week and should receive something on project weeks together with minutes early march (overview of how project week April will work).

Action: APEEE to put class trip list in One Drive when received.

9. Future of the Brussels Schools: Belgian decision on temporary site; upcoming report to Board of Governors on school capacity; meetings with Hahn cabinet (Document 9)

On the establishment of the 5th School, Henning EHRENSTEIN notes that this should be put as agenda point for the next meeting in order to discuss in more detail and to decide what position the Board wants to take. He explains that the Belgian government decided to split this package of 3 decisions: the provision of a temporary site; the establishment of a permanent site, what to do with Berkendael site and whether to place it as permanent site. On 31/1/2020 the Council of Ministers decision to establish the former NATO campus EVERE as the temporary site to host 1500 students, by September 2021. (also championing it as the permanent site for the 5th School). The assumption is that the temporary site would be for maternelle and primary.

Several open questions have arisen out of Berkendael WG discussions and the Board will now have to position itself: 1) Is this assumption correct? 2) Will they be able to put all of this together by September 2021? 3) What does it do for Berkendael students? 4) How is that supposed to address the problems of overcrowding, increasingly an issue for Secondary? 5) Where is this idea of a Brussels South Cluster that was championed?

Action: Agenda point for next meeting

10. EEBI Administrative Board and SAC report (Document 10a, 10b)

The President takes the Board through the Admin Board (10a), which more or less repeats what is in the SAC (10b). The issue of the *school capacity* report is highlighted. It is meant to involve several things - fire brigade report, pedagogical report (sent to Central Office but not shared) and Services report (including transport and canteen capacity). This should go to the budget committee and BoG. This timeline was questioned in the recent Admin Board and will be raised in the Groupe de Suivi. There was a meeting with the Hahn cabinet (the 5 Presidents and Pere MOLE PALLEJA attended), and parents chose to focus on a few issues, including overcrowding and the 5th school, and did raise the Secondary Infrastructure issue. Parents also asked that the School's budget be maintained in the MFF, and in the future to link budget to the population numbers (per capita rather than a fixed amount). In addition, more involvement of DG EAC in the pedagogical side of

the school was requested; Overcrowding: highlighted again that Secondary is still a problem. Raised the concern with L2 despite parent support in general for new cost sharing arrangements.

Feedback discussed from the SAC (School Advisory Committee) Meeting

The President reports (10b) and explains that the huge overlap between the 2 reports is due to the schedule being reversed, usually the SAC is before the Admin Board but this time it changed. No formal agenda was received before the SAC. APEEE raised all parent points (which took an hour and 40 minutes). The President highlights the following issues (as most other issues discussed already)

Working methods: there is talk about changing the timing of SAC meetings (usually organised before Admin Board in December and January, now proposed for June July and December). The President proposes to ask other schools about pros and cons/implications before asking the Board to commit. The Board discusses the lack of a final annual pedagogical plan, despite work submitted by APEEE. There is consensus to agree to the new SAC timetable, with conditions (for example to provide documentation 3 days ahead).

Internal Regulations: school management have agreed to the set-up of a WG.

Communications: school management agree to update the School Communication Policy.

Local Child Protect Policy was agreed to and management should start to work on it second half of year.

Educational support Information Session - this year in April but in general September/October

On the *180 days*, the school will go to 26 June 2020 for Secondary and this will be mandatory.

Replacement statistics – interesting statistics on absences were read out and will be circulated end of the week.

The school Director and S7 parents are looking for a new venue for *Graduation Ceremony* to hold 4 guests per person.

11. INTERPARENTS report: BREXIT impact; Joint Teaching Committee update

Neva ALES VERDIR (new Interparent Representative) reports on the 2 day Interparents Meeting held at EEB1 Brussels on 10 & 11 February 2020. She highlights main points. A written report will follow. *Brexit update:* it is now agreed that the Bac will still be accepted for UK Universities for all students who have entered the secondary by 2021; *New Marking Scale:* Member States should produce their equivalence tables. The equivalence table from Germany is considered unfair and discriminates against ES students going to DE universities; concern about *cross-curricular project* which will be introduced in 2021 (8 key competencies to be developed through the schooling system) the concern is that the plan for the new project work (replacing 1 part of Bac exam and S7 mid tests, with preBac introduced in S6 to replace B tests) is moving too fast with no proper preparation and too little time to prepare guidance and training for teachers. IP position is it is better to introduce project work in earlier years first, not the BAC period (2021 too early to start!); *Language Policy:* IP opposes introducing L3 in P4, which would take hours away from L1 and have other implications, but does support it if proposed as an option. IP gave favourable opinion for *host country language as an L2 option*, each school should decide through its own Admin Board. Favourable opinion for *Testing of Section Language in Nursery/Primary* during enrolment, but criteria for selecting who to test should be more precise. *Digitalisation:* IP endorsed document for guidelines for the pedagogical use of mobile devices (BYOD, Geogebra).

Action: Digital document on One Drive under Interparents
--

12. Safety and Hygiene Committee report (doc to come)

Will introduce a separate Safety & Hygiene meeting for Berkendael on 4 March. *Gutenberg toilets* were demolished over Xmas break, reconstruction hopefully finished over Easter holidays. Uccle: Issues with *football terrain*. New safety issues have arisen as it is so popular. Rules of etiquette to be put in place and spectators to remain outside; Student driven project succeeded in installing *solar panels* on Breugal and Michelangelo, to offset our energy use (in collaboration with a non-profit organisation). Not possible on Davinci as the roof cannot support it; *Michelangelo water damage:* source has been repaired; Mould still in the *APEEE building*; Relations with *Régie*

des Batiments have improved, in general good with urgent problems and quick fixes but not with longer term solutions; *First Aid* discussions: do train some teachers and meets Belgium standards. Train group of teachers every year, will start focusing on teachers who take students off campus; *Coronavirus*: school commented that they are prepared and parents should not worry; *Parents access* (regular visitor badges): can provide for parents who regularly attend meetings. Resistant to badges for all parents. Considering a buffer zone for parents to wait for students at pick up. If parents want badges, they would have to go through high security clearance. Effective internal *fire drill* was carried out. 20,000 visits to the *nurse* this year (190 students per day), which include a lot of false visits.

Action: Check if there is training for emergency situations (Terrorism)

13. Bien Être Update: Internet Safety Workshop; addiction prevention programme, EVRAS, Mobile Phone Policy Task Force

WG Coordinator Sara DAGOSTINI reports. The WG is trying to get the recording of a recent interesting cyber talk about sexting or organise Child Focus to come to the school next year. Update on Addiction prevention programme (drug programme): **document 13** from Kriszta Szabo. She has found a company to organise the programme for school and collaborating with the school for policy prevention. However, the school was not happy with the approach of the company (too liberal) even though the company is approved by a Commission Agency and well received in 12 countries. There is a high risk that there will be no drug programme this year for Secondary. This programme covers a range of drugs and is vital in the current climate and new developments in this area. Similar situation with EVRAS (approved to co-fund then school retracted agreement). It is questioned whether this is a lack of collaboration or just miscommunication within the School. In the background, Bien Être is running conferences : today the Nutrition Conference, and the recent very successful Student Internet Safety Conference (social media, cyberbullying, video games, porn, online identity) organised at the school in February, where 300 students and parents attended.

The mobile phone Task Force will be led by teacher Madame Dabaye, Caroline CAMBAS, Noémie BEIGBEDER will represent APEEE and 2 students will also join, in order to set up mobile phone general recommendations.

14. Berkendael update

Already covered during Safety & Hygiene points.

15. Communication Working Group report

Coordinator Julien REICHSTADT reports that 2 members (including Maciej SZKOPANSKI who is present) have agreed to join the WG. The WG met 2 weeks ago and started to work on the points written in the mandate (to define graphical charter with new logo, renew website or create new one, write newsletter). They had a long discussion on the first point where a lot of work had been done already: Guendalina COMINOTTI showed the new logos the professional designer had drawn up, but none were judged to be the one. Now the designer needs to start again. The logo is linked to the school logo which changed last week – they now need to decide what to do regarding the tree icon in the logo. The WG decided to meet 2 more times to discuss the website and newsletter. APEEE works hard but unfortunately parents are not aware of everything that is done. The newsletter a good way to reach parents and he is optimistic about moving forward quickly and the aim is to have a newsletter in April.

16. Secretariat update

Valentina PAPA reminds the Board about the Facebook page and the Meeting Template. She asks for feedback from the Board on the use of One Drive. There is consensus that it is better than emails and good to be able to upload but do need to know when there are updates and to mention this when sending out reminder. It is noted that documents can be sorted by date.