

**Thursday, 15 April 2021 at 20:00**

as an online Video Conference for titular Board Members

## Minutes

### **ATTENDEES:**

**Voting Board Members:** Nils BEHRNDT (VP Administration, DE Sec), Noemie BEIGBEDER (Berkendael, FR), Marek BOBIS (Berkendael, SK), Sara DAGOSTINI (IT Prim), Henning EHRENSTEIN (VP Berkendael, DE), Brian GRAY (Treasurer, member elected by GA), Marc GUITART (VP Pedagogy, ES Sec), Julia MADL (DE Prim), Sara MARTELLI (Berkendael, IT), Kathryn MÁTHÉ (President, EN Sec), Pere MOLES PALLEJA (Bureau, member elected by GA), Valentina PAPA (Secretary, EN Prim), Sigfrido RAMIREZ PEREZ (ES Sec), Emese SAVOIA-KELETI (HU Sec), Malene SCHATHOLM (DK Prim), Thomas SPOORMANS (FR Sec), Ivan TORRE (IT Sec), Istvan VANYOLOS (HU Prim), Monika VELIKONJA (SWALS)

**Voting by Proxy:** Julien REICHSTADT (Dep Sec Information, FR Prim, by proxy to Cristina LUMBRERAS), Almudena FUERTES (ES Prim, by proxy to Carlos JUSTICIA)

**Deputy Board Members (non-voting):** Simon DERRY (EN Sec), Marek DVORSKY (Berkendael, SK), Bartosz HACKBART (Berkendael, FR), Carlos JUSTICIA (ES Prim), Nathalie KALOGERAS (FR Sec), Cristina LUMBRERAS (FR Sec), Alba MARINO (Berkendael, ES), Silvia Maria MATRICARDI (IT Prim), Tibor SCHARF (DE Sec)

**Other Participants:** Justyne BALASINSKA (CE Berkendael, FR), Magali BARRAL (CE FR Prim), Santiago Alvaro CALVO RAMOS (Standing Observer), Caroline CAMBAS (CE EN Sec), Samantha CHAITKIN (CE IT Prim), Isabel IZQUIERDO (Deputy CE ES Prim), Veronica ORTIZ ZAPPATER (CE FR Sec) Ioana SANDU (Deputy CE FR Sec), Marialuisa TAMBORRA (Deputy CE FR Sec), Eszter RUMBOLD-MOLNAR (Standing Observer), Kriszta SZABO (Standing Observer), Isabel VINCENTE CARBAJOSA (CE ES Sec)

**APEEE Secretariat:** Selena GRAY, Fiona TAYLOR

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***Board members can find all supporting documents in the shared folder in One Drive (2021-04-15 APEEE Board Meeting/Supporting Documents)***

### **1. Technical check**

Board members, and non-voting members who requested to participate, successfully join the online zoom meeting.

### **2. Adoption of the agenda**

The Agenda is approved by consensus.

### **3. Approval of the minutes and follow-up of action points**

The Minutes are approved by consensus with decision to list participants voting by proxy in a separate line. Action points are reviewed.

Point on Agenda	Action Points Reviewed Board Meeting 25/02/2021
(Board 19/11/20) 12	<b>Resurfacing basketball court:</b> discussed in January in the Secondary CE - APEEE will be bringing it up with the school and CdE separately. Waiting to hear back from school. <b>President reports that Mr BELIEN noted a problem with drainage which means resurfacing may not be possible. There is a request for the school to put outdoor PE equipment on this site and to keep this available for free time. On Hold.</b>
(Board 19/11/20) 13	<b>Handover of class rep info to services/ Medium term:</b> The Bureau, Legal Working Group and Secretariat working on updating the APEEE Data Sharing Agreement, Representative Charter & Vademecum. <b>Report in Point 7 of the agenda. On Hold.</b>
(Board 21/01/21) 11	<b>APEEE Secretariat working methods and procedures:</b> Ivan TORRE and Fiona TAYLOR to work on project and report back in March Meeting. <b>Work in progress on GDPR website cookies, record management, privacy agreement, confidentiality agreement for Board, GA Board and election procedures, project and finance procedures; reporting postponed to a later Board meeting. Ongoing.</b>
(Board 21/01/21) 12	<b>Legal - Compliance Strategy 2021:</b> <ul style="list-style-type: none"> <li>• produce list of questions by end March.</li> <li>• plan consultation with external lawyer by end April.</li> <li>• to report back to Board with reworked document by May/June</li> </ul> <b>Report in Point 7 of the agenda. Done.</b>
(Board 25/2/21) 5	<b>Admin Meeting Reports:</b> <ul style="list-style-type: none"> <li>• <b>EEB1 S&amp;H:</b> EEB1 S&amp;H: any questions regarding air quality to be addressed to Nils BEHRNDT. Nils BEHRNDT to ask school if CO2 meters arrived and if teachers are informed. <b>Did not write to school on this specifically but discussed instead in meetings. Wrote separate letter on 7 April raising how CO2 meters are being calibrated; Berkendael raised issue in CE Prim Berk Meeting that no CO2 metres had been supplied - this will be rectified by school by Monday.</b></li> <li>• <b>Price Waterhouse Cooper Capacity Audit:</b> Kathryn MATHE, Nils BEHRNDT and Bartosz HACKBART to gather concerns and write follow-up letter to PWC. <b>No letter written but brainstormed and attended interim meeting 24 March. Report in Pt 4 of agenda. Closed.</b></li> </ul>
25/2/21) 6	<b>Action:</b> Geogebra/BYOD: Thomas SPOORMANS, Marek BOBIS and Kate MATHE, as members of the educational tech group (Ped WG) will look into the topic and report at next CA meeting. <b>Will request BYOD meeting with the school. Worked with Interparents to produce a survey. Report in Pt 6 and 12 of the agenda. Closed.</b>
25/2/21) 7	<b>Appointment of Julia Madl and Simon Derry as APEEE Uccle S&amp;H Committee delegates:</b> APEEE Secretariat to update list of delegates to WGs, website and inform school. <b>Done. Closed.</b>
25/2/21) 8	<b>Groupe de Suivi – composition of the 5th school:</b> Henning EHRENSTEIN and Kathryn MATHE mandated to reply to the Secretary General office's request for an APEEE position (or non position) based on the points agreed

	in discussion. <a href="#">Report in Pt 4 of the agenda.</a> <b>Closed.</b>
25/2/21) 9	<b>Student well-being and mental health:</b> <ul style="list-style-type: none"> <li>• Malene SCHATHOLM to join the Well being group and inter alia to work on COVID and well being issues. <a href="#">Done</a></li> <li>• Sara DAGOSTINI to coordinate drafting of tips for parents on how to cope with COVID and Distance Learning. Draft will be submitted to Board in writing before next meeting. <a href="#">Report in Pt 12 of the agenda.</a></li> <li>• Kathryn MATHE and Marek BOBIS to draft letter to school to request possible loosening of some restrictions (activities, external visitors), aligning with Belgian rules. Letter was not drafted but topic raised in CE Meetings. <b>Closed.</b></li> </ul>
25/2/21) 10	<b>School Working Groups: School Communication Policy:</b> ideas solicited as well as volunteers to join pre-meetings. <a href="#">Done</a> <b>Homework Policy:</b> Board members encouraged to read and feed back / Distance Learning Feedback team to launch survey on rotation and DL for Secondary. <a href="#">Report in Pt 8 of the agenda.</a> <a href="#">No survey was launched but DL meeting was set with school to review previous feedback.</a> <b>APEEE Working Groups: Secondary Trips &amp; Projects:</b> Secondary Section representatives asked to gather information from parents on whether students are being invited to attend national competitions and events organised in the different member states by 18 March. <a href="#">Done.</a> <a href="#">Report in Pt 12 of the agenda.</a> <b>Closed.</b>
25/2/21) 11	<b>Agenda points Primary and Berkendael CE meeting:</b> Pre-meeting, APEEE to request statistics on L2 enrichment classes from the school. <a href="#">Not yet given in writing.</a> <a href="#">Powerpoint was shown during Primary CE.</a> <a href="#">Given verbally in Secondary CE.</a> <b>Closed.</b>
25/2/21) 12	<b>Secretariat: Project funding:</b> APEEE Secretariat to officially extend project deadlines due to COVID situation <a href="#">Will be done before end of school year.</a> <b>Closed.</b>

## Points for Information

### 4. Administrative Meeting Reports

- **12 & 23 March, APEEE/Services/Management Meetings on COVID Arrangements**
- **12 & 24 March, Groupe de Suivi Meetings**
- **18 & 25 March, Central Enrolment Authority Meetings**
- **24 March, Price Waterhouse Cooper Capacity Interim Meeting**

Kathryn MATHE presents the reports of the meetings and informs that many of the meeting documents/minutes have been uploaded and may be accessed for more detailed information.

### **APEEE/Services/Management meetings on Covid arrangements (12 and 23 March):**

The meetings are now called APEEE/Services/management meetings – with no teachers or student participation, which is surprising as they are usually called SAC meetings, with their participation. A meeting is being held on 16/4, including teachers this time, but no students. It

is a bit of a worry the school no longer holds full SAC meetings. The current meetings are not consultative meetings as no agenda or documents are circulated ahead of time. Documents and communications are presented on the spot so the APEEE is hard pressed to react and not asked to go back to the Board for opinions. The administration is using these meetings to say that the APEEE is consulted but they are more informal information sessions.

Kathryn MATHE refers to the meeting reports on issues raised relating to COVID in conjunction with Distance Learning arrangements, Co2 Meters as well as school infrastructure and services including canteen, building works, PE classes and OIB. Other issues discussed concerned teachers vaccination, covid tests and new secondments as well as the proposal for a staff 'well being' survey. End of school year arrangements including half days and class councils were also raised. In discussions on COVID cases and quarantine it is clear that there is a positive relationship between the School and Services as they work closely on cases. The effect of the pandemic on PreBAC and B test results for S7 were also raised and feedback is expected from the school.

Santiago Alvaro CALVO RAMOS suggests that it would be interesting to know if the school still intends to test teachers as the Belgian authorities are no longer following this policy. Regarding CO2 meters, we could ask APEEE Services if they would consider purchasing CO2 meters for the canteen once it reopens.

In preparation for the meeting with the school on 16 April, the Board is invited to share thoughts or suggestions for the agenda:

- Canteen : ask APEEE services how they will proceed with the opening of the canteen.
- Half days at end of school year for secondary S3 and down to enable class councils during the day : ask school for details and express concern.
- Rotation S1-S3 : Belgian schools are going back to school 100% so why not in our school ?
- Outdoor lunch : could the school purchase more outdoor benches for the students to use while having lunch.

**Action : Meeting on COVID arrangements:** Kathryn MATHE to raise concern about school proposal for half days at end of school year for lower secondary at school meeting of 16 April.

**Groupe de Suivi meetings (12 and 24 March):** Kathryn MATHE reports on the meetings.

- Problem of representation of parents in the core group. The APEEE wrote to the Groupe de Suivi to say they could not represent the other schools and therefore could not attend the meetings. Eventually it was accepted that the APEEEs attend as two observers and two APEEE Presidents. The APEEEs are going to meet with the Central Office and the Commission to discuss how to move forward with the representation.
- Board of Governors: There is still a question of whether the 5<sup>th</sup> school will be a secondary or whole school. EEBI APEEE favours adherence to the convention, the other APEEEs more or less explicitly preferred a whole school. All 4 APEEEs are concerned about the lack of long-term planning and about the dependence on temporary sites.

A request was made to the Belgian authorities to keep Berkendael and Evere permanently and contingent on this, the Secretary General proposes to open the Fifth School for secondary only. The concern is that they should not connect Berkendael primary with NATO secondary. Still no official position given.

Pere MOLES PALLEJA adds that the Board of Governors confirmed that the additional site will be a secondary campus and Berkendael students will not be forced to go there. They will stay linked to Uccle. The plan is to keep Evere for Primary and to use the fifth school, which is close, for secondary

**Central Enrolment Authority (CEA) meetings (18 and 25 March):** Bartosz HACKBART takes the floor and reports on the CEA meetings.

- Review of the first phase of enrolment. Last year there were 2233 enrolments and now there are 150 less. Half are in FR sections and most in maternelle and primary.
- This was the first year that there was "glissement" from Berkendael to Uccle. But the children currently enrolled in Berkendael can retain the option to go to schools other than Uccle.
- All non-priority enrolment, those who are not siblings, in sections opened at Woluwe were directed to Evere with the assumption that there will be a 60% acceptance rate. They calculated that over 400 children could be enrolled in Evere next year, of those 100 actually requested it. Mat/Primary sections opened included FR, EN, DE, IT.
- Parents asked if they can consider the situation of smaller classes at existing sites, but this was not well received.
- The decision taken to open new classes: in Laeken P3, P4 and S1 French classes, in Uccle P5 English class, in Berkendael Greek maternelle and in Ixelles S4 Spanish class. They are looking at the possibility of an additional Hungarian class S5 and an additional FR P5 in Uccle.

**PWC meeting (24 March):** Kathryn MATHE reports on the meeting:

- Both the school and the APEEE feel that the PWC report is not fleshed out and question the method of collecting data and how they reached their conclusions. Jan BELIEN is worried about this process and will ask PWC for more information and will provide them with additional data to avoid wrong assumptions. They were reminded to speak to the secondary timetabler. The report did show that both campuses are overcrowded especially in public and common areas. The school wants more concrete results to be able to set priorities, concrete plans and to use as the basis for requests to the Regie des batiments.
- The bigger concern is that they were supposed to address the issues of well-being, pedagogical capacity, especially in secondary (timetabling), and student flow in hallways and stairways in both sites. These issues have not been addressed.
- The head consultant is no longer with the team so only the junior consultants are now involved.

Board members are invited to contact Kathryn MATHE if they are interested in becoming involved and following-up. Pere MOLES PALLEJA suggests contacting Rafael PAPI from the APEEE Services Board.

**Action:** Katie MATHE will contact Rafael PAPI to involve him in the PWC dossier.

## 5. Pedagogical Meeting Reports

- **4 March, Primary CE Meeting – Uccle**
- **15 April, Primary CE Meeting – Berkendael**
- **19 March, Classes Transplantées Meeting – Ski Trips**

**Primary CE Meeting Uccle (4 March)** : Vice President of Pedagogy Marc GUITART reports. The power point by school management has been uploaded and minutes of the meeting report will also be uploaded once finalised. These may be accessed for more detailed information. Essentially school management agreed to relaunch the Working Group on the CE Internal Rules of Procedure and gave a summary on activities in general. A revision of procedures concerning discipline and rules at school will be worked on. They also covered the well being of teachers, the KIVA programme, distance learning, ICT planning and harmonisation. They discussed the Distance Learning guidelines for teachers and the flexibility they allow around those. Figures on L2 Primary Enrichment Classes and rattrapage were presented briefly.

Related to parents points: the management confirmed it is monitoring Distance Learning and vulnerable teachers; a steering committee has been reinstalled for Classes transplantées; the idea for a COVID reflection day was discussed and positively received by teachers; management confirm they are looking into the purchase of a tent to shelter students while waiting for canteen space; management are open for further discussion on gifted children; it was confirmed that all swimming lessons are cancelled at this point. The response to the concern raised by the Spanish section that school management are not maximising the opportunity of extending teachers contracts was that decisions have been taken and will not be reverted.

**Action:**

- VP Pedagogy Marc GUITART to follow up with school on whether suggestion for dedicated COVID reflexion day will be implemented by the school.
- Coordinator Well Being WG Sara DAGOSTINI to check if school is running KIVA survey to parents

**Primary CE Meeting Berkendael (15 April)** : Noemie BEIGBEDER (Berkendael, FR) reports orally on the replies from school management on agenda points submitted. She details the issues which will be included in the official minutes she will send.

Essentially, APEEE hopes to receive more concrete data on L2; it is confirmed there should be works to improve P3-P5 courtyard over summer; the Deputy Director explained the problems for educational support were due to staffing issues and hopes this will improve and management confirmed that they will strive for a more sensitive gender approach in celebrations and pedagogical materials.

There is a discussion between Board members around the issue raised avoiding mixing of classes (European hours, L2, moral/religion). For school management, avoiding this mixing would entail changing class organisation which is a lot of work. Board members debate about what position



to adopt, should school not be forthcoming in proposing mitigating measures (reinforcing social bubble in class configuration): mainly for European Hours and L2 which require mixing. APEEE would need to come up with creative and practical ideas in order to push for this.

Finally, for the passage from P5 to S1, P5 Berkendael will not be allowed to visit Uccle in preparation for secondary this year. This is a concern as Berkendael are supposed to be part of EEB1

**Action:**

- Kathryn MATHE to raise issue of mixing classes at school meeting Friday, 16 April
- Noémie BEIGBEDER to send minutes of Berkendael CE meeting.

**Classes Transplantées Meeting Ski Trips (19 March)** : Brian GRAY, WG delegate reports. Travel options to next year's venue VAL MENIER (used by EEB2) include to go by coach during day or at night (750 EUR per child all in hotel, travel, lifts, lessons) or by TGV then coach (price tbc but could be up to 1000 EUR). Train door to door is less likely and still being explored. As soon as prices are finalised APEEE can launch consultation via parent representatives for current P3 Uccle and Berkendael (= P4 next year), as the 2 sites are being combined for the trip (320 kids and 30 adults). School will follow majority preference.

Berkendael representatives asks if the ski trips itself should be reconsidered. The ski trip is a tradition at Uccle but not at Berkendael. Brian GRAY notes that the school sets the programme and it is part of a long cycle of planning. The management has however agreed to consult parents about travel options. Berkendael members are invited to address this directly to school management as part of a long-term policy if it is a real concern to Berkendael parents. Board members are also reminded that a survey was drafted already some years ago and the level of satisfaction of ski trips was very high. It is agreed for the moment not to prolong this wider debate on the trip itself, but to focus on responding to the 3 travel options that the school have offered for consideration.

**Action:** Brian GRAY to amend FAQ on snow classes (not to read 'majority of parents') and to launch survey on travel options to P3 parents.

## **6. INTERPARENTS – Board of Governors Preparation, 8-9 April**

Pere MOLES PALLEJA reports. Secretary General Giancarlo MARCHEGGIANO will be the new Director for Alicante from 1 September 2021. His successor will be elected in August 2021. Main points discussed at the Board of Governors:

- the current status of the BAC - no novelties.
- the effort made by INTERPARENTS to contest current legal protection in European schools – the issue was implicitly acknowledged, Mr BERGMANN promised to contact INTERPARENTS to find ways to address these concerns about limitations to the right to appeal. Also with regards to how to proceed for appointment of an ombudsperson to address administrative malpractices in our system.
- New Marking Scale – there is real concern on the number of Member States producing equivalence tables that do not take into account the impact of the NMS, even going in the wrong direction – the Secretary General has produced a document but needs to produce an updated version. The situation is worrying. Interparents first need to know

results of the BAC in order to react accordingly but in the meantime the current year is at risk with these tables. There will be a need for urgent lobbying of Member States and there will be a need for support from parents of certain nationalities to do this.

President Kathryn MATHE proposes that Interparents' formal interventions in the Board of Governors are circulated. She notes that there is a definite move towards simplification at the center; the French Presidency is trying to centralise many processes.

Thomas SPOORMANS reports on the BYOD survey, explaining that Interparents has sent a survey on BYOD policy and introduction of GEOGEBRA in S5. We are discussing how to launch it to our secondary parents. The EdTech group is currently waiting for a date to meet with the school on the topic of BYOD and GEOGEBRA.

**Action:** Thomas SPOORMANS and EdTech group to meet with the school on the topic of BYOD and GEOGEBRA. EdTech to circulate GEOGEBRA/BYOD survey to secondary parents.

## Points for Decision

### 7. Legal Working Group proposal to contract legal firm to review/revise APEEE Statutes in line with new legislation

Nils BEHRNDT, Vice President Administration reports.

The main issue concerns the adaptation of our Statutes and Internal Regulations to the revised Belgian rules on A(I)SBLs. In the past we had identified two points to be clarified: how do we adopt decisions in the Board and our relationship with APEEE Services. Do we have responsibilities as a mother association? If so, our Statutes need to be modified accordingly. What is clear is that we have a legal obligation to update our Statutes and probably also our Internal Regulations by the end of 2023. In the meantime, we can continue with transitional arrangements.

Based on previous discussions, two law firms were consulted and offers requested.

**Offer by EY:** They prepare a first draft of our Statutes, based on their standard Statutes. The cost is estimated at 4.000- 5.000 EUR plus 21% VAT. Additional expenses estimate to come to a total of approx.12.000 EUR (Belgian notary, etc.). They work in English and translation into French would be additional expenses. This is the most detailed offer but also the most expensive.

**Offer by Racine:** They focus on reviewing our existing Statutes in light of the new Belgian rules. The costs is estimated at 2.000 EUR plus 21% VAT. They work in French so no translation costs. No detailed additional cost mentioned but they would have to be taken into consideration. This is the cheapest offer but the least detailed.

The Board is requested to decide whether: 1) to opt in favour of one of the two offers 2) To require a new offer from one or both law firms, e.g. to get an offer from EY that would also start from our existing Statutes rather than from their standard text.

The floor is open for discussion :

Brian GRAY, as treasurer, points out that from a cost point of view, to spend another 10.000 EUR, the APEEE would have to go into its reserves and he would favour the cheaper option. Also, the Services have used Racine for the same exercise and it cost them approx. 2000 EUR with



good results. Regarding the Internal Regulations, it is up to us to establish what rules we want and find someone to put them in a legal form. Other members note that EY often run up costs as they force you to work within their model, which can lock the association in. Furthermore, Woluwe school have used Racine for operational and some governance issues and were very satisfied with them.

Overall, the Board members are in agreement and would favour the Racine option.. There is consensus to go with the offer by **Racine** Law Firm

**Action:** Nils BEHRNDT, Tibor SCHARF and Sigfriedo RAMIREZ PEREZ to oversee contracting of legal firm Racine for next steps.

**8. Proposal to mandate the APEEE Pedagogical VP and President to represent APEEE position in the CEs on the following dossiers:**

- **Cost-Sharing Joint CE Resolution**
- **EEB1 Secondary Homework Policy**

**EEB1 Secondary Homework Policy:** President Kathryn MATHE reports on the position of the Homework Policy and Distance Learning Working Group (including parents, students and teachers) which has produced a draft Homework Policy. She proposes to give the Board a week to give any feedback on the draft (she will send out an email to get feedback and comments to discuss in the WG). There is consensus to give Kathryn MATHE and Marc GUITART the mandate to move forward with negotiations based on feedback.

**Cost-Sharing Joint CE Resolution:** Monika VELIKONJA (SWALS) reports on the position of the Cost-Sharing Joint CE Resolution (related to member state secondment of teachers and the priority of seconded teachers over locally hired teachers already in place). Board members are asked for their feedback by Friday, 23 April but are told not to circulate for the moment as still pending feedback from teachers. There is consensus to give Kathryn MATHE, Marc GUITART and Noemie BEIGBEDER the mandate to represent the joint position on cost-sharing (Uccle and Berkendael) in the different Education Council meetings.

The main points are:

- Hiring has become decoupled from the actual performance of teachers, as currently posts filled by local hires are opened regardless of the quality of the teacher in place. For locally recruited teachers this means that every year their post is at risk. This is totally in contradiction to the European social pillars of human rights. Also, seconded teachers do not always bring as much savings as foreseen.
- The proposal is also to offer some compensation for Member States supplying vehicular language teachers to encourage more native language teacher for vehicular sections and L2 in particular.
- The idea in a joint statement is to send a strong message to the Board of Governors (because this is a continuous issue raised in CEs and Administrative Board) to improve the implementation of Cost Sharing.

President Kathryn MATHE notes that both these issues are considered relatively non-controversial for parents (the Homework Policy is mainly between students and their teachers;

the Cost Sharing position has already been taken up in Admin Board), but they do want the Board to be aware of these positions and to give the mandates to continue negotiations.

**Action:** Kathryn MATHE will circulate draft to Board members and give until Friday, 23 April for feedback.

### **9. Proposal to mandate Monika VELIKONJA as the INTERPARENTS Representative from EEB1 – Uccle**

Monika VELIKONJA is officially presented as the second official representative of EEB1 to INTERPARENTS (with Pere MOLES PALLEJA). Her appointment is approved by consensus.

**Action:** APEEE Secretariat to update list of IP delegates, update website and inform Interparents.

## **Points for Discussion**

### **10. APEEE Membership: Rights and Legal Obligations**

Brian GRAY, Treasurer, reports on the rights and legal obligations around APEEE Membership, essentially that only paid members of APEEE are entitled to use the services of APEEE Services.

Since the introduction of the new IT system for registrations, a large number of families who have not paid are still using services. The practical result is that the APEEE Secretariat spends a lot of time determining who has not paid and chasing them up, blocking them only at the end of the year if still unpaid. The APEEE Bureau is currently in discussion with APEEE Services, asking for ways to make sure that only paid-up APEEE members can use the services in accordance with the Services statutes.

The outcome is that although they understand the position, it is technically difficult for something to be developed for the next school year because of their own ways of working and the configuration of the system. What they can do for the moment for 2021-2022 is to block those families who have not paid membership fees from using the services by end September 2021. Then, for the following school year, to consider preventing non-members from registering to the services at all until paid. There is a need for Services to commit to finding informatic solutions in order to avoid time-consuming efforts by APEEE Secretariat staff to chase individual parents who are not paying.

Tibor SCHARF states that the legal issue is clear – this is not on. Administratively, we should not have a system that does not cater to the needs of the associations, and there is a real need to find a technical way to fix the situation.

**Action:** Brian GRAY to draft response to APEEE Services email of 15 April, requesting they look into the technical solutions in order to achieve our legal obligations.

### **11. TEAMS Training for Parents Report**

Marek BOBIS presents the project « TEAMS for parents » which was awarded 1200 EUR as part of the Autumn 2020 Call for Projects. The aim of the project is to train parents on the use of Teams. They teamed up with the other APEEEs in Brussels and divided the total cost of 2500

Euro. Four sessions were held at end of March: two in English, two in French, divided between primary and secondary, with 400 parent participants and an 83% satisfaction rate from parents.

Next steps: 530 EUR were used from the allocated amount of 1200 euros and 670 euro are still available. YouTube videos and supporting documentation of the training will shortly be sent to all parents so further live training is perhaps not necessary. Instead the money could be used to produce an instructional screen cast or pdf documentation for parents based on the original training. Kathryn MATHE will look into the cost of producing them. She adds that the school may be interested in teacher training and has funds available but not always the time to organise so that could be a good option to help organise more targeted training for teachers e.g just primary or secondary science or secondary humanities.

Pere MOLES PALLEJA suggest combining this with Bien-Etre projects and is invited to reach out to Sara DAGOSTINI from Bien-Etre working group.

**Action:** Kathryn MATHE to look into costs of producing PDF presentation and instructional screen casts.

## **12. Snap-updates form thematic groups and solicitations of feedback**

- **School Working Groups: School Communications Policy**
- **APEEE Working Groups: Bien-Etre Working Group, Secondary Trips & Projects, EdTech Group, Pedagogical Languages, PedGroup**

### **School Working Groups: School Communications Policy**

Simon DERRY reports that the Working Group is starting up but there are some unresolved issues at present, mainly concerning information sharing. There will be a meeting next week but the objective of producing a new, real communication strategy (to use email, website, Teams in a more coherent way) by June now looking unlikely.

### **APEEE Working Groups**

Bien être : Malene SCHATHOLM reports on the ideas that came out of the Bien-Etre meeting:

- Create an association(what!!!?) of mindfulness and yoga teachers for the students
- To hire an extra social worker, someone students can talk to etc. They will try and put this in the call for projects
- Fundraising for debating skills, to enable students to take an extra curricular activity in this area
- Emotional intelligence workshops for primary.
- Safety on-line/internet creating guidelines for parents.
- A 'high five' for parents and students for coping during covid situation. Hopefully to come out on 19 April.

Bien-être Working Group (Sara DAGOSTINI) to get in touch with PedGroup EdTechgroup (Marek BOBIS) for a possible collaboration on 'online safety/ bien être project'. Two on-line Bien être conferences are coming up in May.

PedGroup Languages: Monika VELIKONJA (SWALS) reports on two issues. The English Language Cambridge Certificate was initiated by teacher Mr CHRYSANTHOPOULOS to be organised this

year. It is a good possibility for L2 English students to obtain a certificate to enter Universities, but at the same time raises the issue of the BAC not being sufficient proof of level of English for further studies; Lack of Competitions: There are few competitions related to languages organised in the school. EEB1 did not even apply for the competition that the Commission organised for translators. Other European schools in Brussels are more active.

PedGroup Secondary Trips & Projects: Monika VELIKONJA (SWALS) reports that an analysis will be prepared for the CE Secondary meeting on 20 May, covering state of play of secondary projects and trips and main concerns. Once there are more developed documents, they will be shared.

PedGroup: Marc GUITART refers the Board members to the meeting report. It was a productive meeting which covered a wide range of issues, many of which were already discussed in the points covering INTERPARENTS and the sub groups.

**Action:**

**Bien Etre WG** delegates invited to get in touch with PedTech WG delegate Marek BOBIS for possible collaboration on “online Bien-Etre/safety” project.

**EdTech WG**: delegates to have BYOD meeting with the school. Delegates to circulate GEOGEBRA/BYOD survey in next week, after deciding how to aim at different levels.

**Secondary Projects and Trips WG**: delegates to prepare and circulate an analysis in advance of next CE meetings.

**13. Review and solicitation of APEEE agenda points to 18 May Safety & Hygiene Committee and 20 May Secondary CE**

Kathryn MATHE states that as a lot depends on how COVID develops and the resulting arrangement issues, points can be solicited closer to the meeting.

Marc GUITART reports that Mr GOGGINS had informed that all vulnerable teachers would be vaccinated by Easter, which is not the case, an update will be requested tomorrow (some Primary classes are still being taught remotely).

Monika VELIKONJA raises the issue of primary children eating their snacks in the courtyard. She will write this up in an email as a point to raise under S&H encouraging school to look into timetable, instead of sending wrong message to eat in the courtyard which is neither safe nor hygienic. BIEN ETRE to follow this up.

Kathryn MATHE raises the idea of an outdoor classroom and covered area which would mean more place to be in case of rain.

Pere MOLES PALLEJA suggest to raise the possibility of BAC celebration.

**Action:**

Marc GUITART to check for update on vaccination of vulnerable teachers

Monika VELIKONJA to write email to Safety & Hygiene Committee regarding issue of students eating in courtyard. BIEN ETRE coordinator Sara DAGOSTINI to follow this up.

## Written Points for Information

### 14. Secretariat Update

Point on Agenda	Action Points Board Meeting 15/04/2021
(Board 19/11/20) 12	<b>Resurfacing basketball court:</b> discussed in January in the Secondary CE - APEEE will be bringing it up with the school and CdE separately. Waiting to hear back from school. <a href="#">On hold</a>
(Board 19/11/20) 13	<b>Handover of class rep info to services/ Medium term:</b> The Bureau, Legal Working Group and Secretariat working on updating the APEEE Data Sharing Agreement, Representative Charter & Vademecum. <a href="#">On hold</a>
(Board 21/01/21) 11	<b>APEEE Secretariat working methods and procedures:</b> Ivan TORRE and Fiona TAYLOR to work on project and report back in March Meeting <a href="#">Work in progress. Reporting postponed to a later Board meeting. Ongoing.</a>
<b>15/4/21</b> <b>4</b>	<b>Administrative Meeting Reports:</b> <b>Meetings on COVID arrangement:</b> Kathryn MATHE to raise concern about school proposal for half days at end of school year for lower secondary, at school meeting of 16 April. <b>PWC</b> – Kathryn to contact Rafael PAPI to involve him
<b>15/4/21</b> <b>5</b>	<b>Report on Primary CE Meeting Uccle:</b> <ul style="list-style-type: none"> <li>Marc GUITART to follow up with school on whether suggestion for dedicated COVID reflexion day will be implemented by the school.</li> <li>Well-Being Coordinator Sara DAGOSTINI to check if school is running KIVA survey to parents.</li> </ul> <b>Report on Primary CE Meeting Berk:</b> <ul style="list-style-type: none"> <li>Kathryn MATHE to raise issue of mixing classes at school meeting Friday, 16 April.</li> <li>Noémie BEIGBEDER to send minutes of Berkendael CE meeting.</li> </ul> <b>Report on Classes Transplantées Meeting:</b> Brian GRAY to amend FAQ on snow classes (not to read 'majority of parents') and to launch survey on travel options to P3 parents.
<b>15/4/2021</b> <b>6</b>	<b>BYOD/Geogebra:</b> Thomas SPOORMANS and EdTech group to meet with the school on the topic of BYOD and GEOGEBRA. EdTech to circulate GEOGEBRA/BYOD survey to secondary parents
<b>15/4/21</b> <b>7</b>	<b>Legal Working Group proposal to contract legal firm to review APEEE Statutes in line with new legislation:</b> Nils BEHRNDT, Tibor SCHARF and Sigfriedo RAMIREZ PEREZ to oversee contracting of legal firm Racine.
<b>15/4/21</b> <b>8</b>	<b>Proposal to mandate APEEE Pedagogical VP and President to represent APEEE Position in the CEs - EEB1 Secondary Homework Policy:</b> Kathryn MATHE will circulate draft to Board members and give until Friday, 23 April for feedback.



# APEEE

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<b>15/4/21 9</b>	<b>Proposal to appoint Monika VELIKONJA as INTERPARENTS Representative from EEB1 – Uccle:</b> APEEE Secretariat to update list of IP delegates, change on website and inform IP.
<b>15/4/21 10</b>	<b>APEEE Membership:</b> Brian GRAY to draft response to APEEE Services email of 15 April, requesting they look into the technical solutions in order to achieve legal obligations.
<b>15/4/21 11</b>	<b>TEAMS Training for Parents:</b> Kathryn MATHE to look into costs of producing PDF presentation and instructions screen casts.
<b>15/4/21 12</b>	<b>Snap-updates from thematic groups:</b> <b>APEEE Working Groups:</b> <ul style="list-style-type: none"><li>• <b>Bien Etre WG</b> delegates invited to get in touch with PedGroup EdTech delegate Marek BOBIS for possible collaboration on “online Bien-Etre/safety” project.</li><li>• <b>EdTech WG</b> (see point 6)<b>Secondary Projects and Trips WG:</b> delegates to prepare and circulate an analysis in advance of next CE meetings.</li></ul>
<b>15/4/21 13</b>	<b>Review and solicitation of APEEE Agenda points to 18 May Safety &amp; Hygiene Committee:</b> Marc GUITART to check for update on vaccination of vulnerable teachers. Monika VELIKONJA to write email to Safety & Hygiene Committee regarding issue of students eating in courtyard; BIEN ETRE coordinator, Sara DAGOSTINI to follow this up.