

Thursday, 27 May 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), Almudena FUERTES (ES Prim), Brian GRAY (Treasurer, member elected by GA), Marc GUITART (VP Pedagogy, ES Sec), Karin HUNDEBOLL (DK Sec), Sara MARTELLI (Berkendael, IT), Kathryn MÁTHÉ (President, EN Sec), Pere MOLES PALLEJA (Bureau, member elected by GA), Sigfrido RAMIREZ PEREZ (ES Sec), Julien REICHSTADT (Dep Sec Information, FR Prim), Emese SAVOIA-KELETI (HU Sec), Thomas SPOORMANS (FR Sec), Ivan TORRE (IT Sec), Istvan VANYOLOS (HU Prim), Monika VELIKONJA (SWALS).

Voting by Proxy: Malene SCHATHOLM (DK Prim – by proxy to Karin HUNDEBOLL), Gundars OSTROVSKIS (Berkendael, LV – by proxy to Noémie BEIGBEDER), Julia MADL (DE Prim - by proxy to Nils BEHRNDT), Valentina PAPA (Secretary, EN Prim – by proxy to Fiona KIERNAN)

Deputy Board Members (non-voting): Kathleen BOULANGER (FR Sec), Simon DERRY (EN Sec), Bartosz HACKBART (Berkendael, FR), Fiona KERNAN (EN Prim), Alba MARINO (Berkendael, ES), Jean VAN KERCHOVE (FR Sec)

Other Participants: Santiago CALVO-RAMOS, Samantha CHAITKIN (CE IT Prim), Ioana SANDU (Deputy CE FR Sec), Marialuisa TAMBORRA (Deputy CE FR Sec), Emilie TOURNIER (Berkendael, CE FR)

APEEE Secretariat: Selena GRAY, Fiona TAYLOR

Board members can find all supporting documents in the shared folder in One Drive (2020-05-27 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 adopted by consensus with the issue of Non-Reimbursement of Trips added under AOB, funding of S7 students BBQ under Points for Decision, as Pt.13b, and with the meeting to begin with Pt. 8b (after approval of minutes).

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

Minutes of previous Board meeting and Extraordinary Meeting of 11 May to be approved by Written Procedure (feedback to be sent by Sunday evening, 30 May), as they were uploaded too late for members to review. Action points are reviewed:

Action: APEEE to circulate Minutes for feedback and send final version for approval by WP.

Point on Agenda	Action Points Board Meeting 15/04/2021
(Board 19/11/20) 12	Resurfacing basketball court: 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. Closed
(Board 19/11/20) 13	Handover of class rep info to services/ Medium term: The Bureau, Legal Working Group and Secretariat working on updating the APEEE Data Sharing Agreement, Representative Charter & Vademecum. On hold
(Board 21/01/21) 11	APEEE Secretariat working methods and procedures: Ivan TORRE and Fiona TAYLOR to work on project and report back in March Meeting Work in progress. Reporting postponed to June Board meeting. Ongoing.
15/4/21 4	Administrative Meeting Reports: Meetings on COVID arrangement: Kathryn MATHE to raise concern about school proposal for half days at end of school year for primary and lower secondary, at school meeting of 16 April. This was raised. Closed. PWC – Kathryn MATHE to contact Rafael PAPI to involve him. Contacted and joined meeting. Closed.
15/4/21 5	Report on Primary CE Meeting Uccle: <ul style="list-style-type: none"> • Marc GUITART to follow up with school on whether suggestion for dedicated COVID reflexion day will be implemented by the school. • Well Being Coordinator Sara DAGOSTINI to check if school is running KIVA survey to parents. Marc Guitart wrote to the school and asked about the KIVA survey in same letter. No reply as yet. However, planning to mention both points in upcoming CE meeting Primary. Ongoing. Report on Primary CE Meeting Berk: <ul style="list-style-type: none"> • Kathryn MATHE to raise issue of mixing classes at school meeting Friday, 16 April. Raised. Closed. • Noémie BEIGBEDER to send minutes of Berkendael CE meeting. Report on Classes Transplantées Meeting: Brian GRAY to amend FAQ on snow classes (not to read 'majority of parents') and to launch survey on travel options to P3 parents. Survey was sent to current P3 and results will be presented during the Board meeting. Closed.
15/4/2021 6	BYOD/Geogebra: 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; This was done and WG will report during Board meeting. EdTech IP survey was circulated but results not yet tallied as Interparents just returned results recently. Ongoing.
15/4/21 7	Legal Working Group proposal to contract legal firm to review APEEE Statutes in line with new legislation: Nils BEHRNDT, Tibor SCHARF and Sigfriedo RAMIREZ PEREZ to oversee contracting of legal firm Racine. Legal WG in touch with RACINE and working on details of the offer. This should be signed soon then concrete work will begin. Ongoing.

<p>15/4/21 8</p>	<p>Proposal to mandate APEEE Pedagogical VP and President to represent APEEE Position in the CEs - EEB1 Secondary Homework Policy: Kathryn MATHE will circulate draft to Board members and give until Friday, 23 April for feedback. Circulated and received good feedback which they incorporated as much as they could. Circulated to the CE. Closed.</p>
<p>15/4/21 9</p>	<p>Proposal to appoint Monika VELIKONJA as INTERPARENTS Representative from EEB1 – Uccle: APEEE Secretariat to update list of IP delegates, change on website and inform IP. Done. Closed.</p>
<p>15/4/21 10</p>	<p>APEEE Membership: 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.(to be APEEE member before using) Message was sent on 22 April, and no formal response received from APEEE Services but team working closely together on solutions. Closed.</p>
<p>15/4/21 11</p>	<p>TEAMS Training for Parents: Kathryn MATHE to look into costs of producing PDF presentation and instructions screen casts. This was done together with Marek BOBIS. As costs were very expensive it was decided that this was not the best use of funds and balance will be returned. Closed.</p>
<p>15/4/21 12</p>	<p>Snap-updates from thematic groups: APEEE Working Groups:</p> <ul style="list-style-type: none"> • Bien Etre WG delegates invited to get in touch with TECHNOLLOY WG delegate Marek BOBIS for possible collaboration on “online Bien-Etre/safety” project. Did not submit project proposal but key link established between WGs. Closed. • EdTech WG (from point 6): 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. Prepared and analysis circulated. Will present later in Board meeting. Closed.
<p>15/4/21 13</p>	<p>Review and solicitation of APEEE Agenda points to 18 May Safety & Hygiene Committee: Marc GUITART to check for update on vaccination of vulnerable teachers. Informed that teachers are in European Commission programme so will all be vaccinated by first week June and 2nd dose 3 weeks later. Closed. 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. Closed. S&H Meeting was put off until June. Points to move forward in June meeting.</p>

Points for Information

4. Administrative Meeting Reports

16, 22, 29 May MiniSAC Meetings on COVID Arrangement: Nils BEHRNDT gives feedback

on the latest MiniSac meeting held 20 May. These are not formal SAC meetings, only informal ones with no formal agenda or consultation. He reports that all school staff category 1,2,3 will have the first COVID vaccination. All students are back in situ and there are very few COVID cases. The school is not policing if families are following the Belgian rules (with travel/quarantine,...) but does remind of the importance of respecting them. Quick testing can be done in classes where there are 2 minimum COVID cases.

For S7, all measures will be taken to ensure they can do the Bac. The school is looking at celebrations after exams for S7 and there is a preference for keeping S7 students together in a group, even if this means that parents may not be able to attend. Wearing a mask is no longer compulsory for P4-5.

Update on the mobility study: rue Berkendael could be considered a school street by the Commune and thus special rules could be applied; this is not the case for Vert Chasseur. They are looking into finding a solution for the Berkendael traffic problem.

APEEEE raised the point of Work experience for S5-6 which could be prolonged into the summer break, on a voluntary bases. The school supports this. There will be an event to welcome new families in MAT and P1 in September. The school is looking into possibilities of allowing third parties access to school before the summer. The draft reports of the meetings may be found in the "not for circulation files" on One Drive. We never receive the final versions.

Action: Kathryn MATHE to send the draft commented version of the meeting reports to the Board members (not to be circulated beyond the Board!)

19 May, Groupe de Suivi Next Steps Meeting with OSGES and Commission: Kathryn MATHE reports on the Groupe de Suivi (GdS), now called Steering Committee Brussels (SCB). SCB have obtained a new mandate from the Board of Governors in December. It is now structured as two groups—with a core group and an enlarged group. The core group only allows 2 delegates from each stakeholder in each group. The four APEEEs protested as they are not in a position to represent the other schools. A meeting was held with the Commission to discuss the role of the APEEEs in the Steering Committee and it was agreed that for the time being, the APEEEs can have two voting members and two observers. There are many issues that should be discussed in the Steering Committee that are not, especially topics affecting Services and infrastructure. As such it was agreed to set up another group, without the Belgian authorities, but with Directors, Parents Associations, the Commission and the Sec Gen office to discuss the details of infrastructure and servicing the site. This is an experimental new body, to start in June.

21 May, Price Waterhouse Cooper Capacity Audit Final Meeting: Bartosz HACKBART reports on the PWC capacity audit meeting. They were positively surprised as PWC have improved on several issues. However, they still have a number of comments as the chosen model is not dynamic and does not reflect well the specificities of the European schools with the different sections and complex schedules. They are also resisting doing a more qualitative study on well-being and aspects beyond physical space, and are giving limited attention to common spaces and traffic through common spaces. PWC have sent a document for feedback and comments, due within two weeks. On a positive note, there is good cooperation with the school. Final results are expected in June.

5. Pedagogical Meeting Reports

23 April, Secondary Distance Learning Meeting: Kathryn MATHE gives feedback on the meeting which was overall positive. The report is available on one drive.

There has been a lot of TEAMS training and distance teaching for teachers. They mentioned there is no management represented in the working group and it was agreed they should write recommendations but not strict requirements, staying in the realm of guidance rather than policy. They discussed the long-term vision for TEAMS and agreed that they do not want to push a digital methodology on teachers but emphasised that TEAMS is very useful, even after covid, to allow collaborative work and communication. They will manage the transition into digital learning.

Teachers' absences: the school should write down a policy with procedures for parents as it is unclear.

Well-Being: concern and ideas were received positively including advice on measures to reduce screen time, children keeping books at home, more emphasis on PE, music and art, enriching kids' lives and a move away from purely academic. The Secondary advisors had also circulated tips on well-being to students.

B test averages: were finally received in the recent CE meeting and were not markedly lower than previous years.

5 May, Secondary BYOD / Geogebra Meeting: Brian GRAY reports on the meeting with the Director and the technical staff. There is still no BYOD policy. In the meantime, some teachers are using Geogebra; others are not. Mr Goggins agrees that a policy needs to be produced as soon as possible because Geogebra will be used in the S6 exams next year. In the meantime, on the APEEE website under SHOP, there is some advice on what devices will be needed for Geogebra (borrowed from the EEB3 website) with links to suppliers who claim to offer good packages with options to rent or buy. Devices can also be bought at local retail outlets although these are limited to azerty or querty keyboards. Suppliers say they can provide different keyboards upon request, but parents should be aware of delivery times, and school will allow only home deliveries.

President Kathryn MATHE adds that the school is also looking at bigger rental and servicing schemes, and APEEE will be discussing this with Mr. BELIEN. She adds that BYOD is about an approach not just about a device. Parents are waiting for a coherent policy and clearer indications before investing. Response is expected from the school in June. Thomas SPOORMANS reports on the Interparents survey: results need further analysis but in general in S5 Geogebra is not used much in class yet and approximately half the students do not yet have a device. Parents raised many questions. More detailed results to follow. Kathryn MATHE adds that there was also a technical survey run by the Central Office to look closely at devices currently owned so that decision making about Geogebra is correct, as it transpires that the application does not work on Linux or chrome books, which is a concern.

Action: APEEE EdTech Group to discuss rental and servicing scheme with Mr Belien.
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6. Snow Trip Survey Results

Brian GRAY, Treasurer and delegate of the Snow Class / Classes Transplantées WG, reports on the survey results and final decisions taken regarding transport for the P4 snow trip to VAL

MEINIER scheduled to take place on 27th January to 4th February 2022. The survey put forward 2 options (train or coach – if coach then day or night). 2/3 of the parents replied (over 200 out of the 300 current P3s), with the surprising result of exactly the same number for train or for coach (preference for day trip if by coach). Mandated representatives of the WG, Brian GRAY and Istvan VANYOLOS, then had a meeting on 25 May with the Snow Classes coordinator Mr. Vergez (Uccle), together with the Deputy Director of Berkendael, where it was accepted that the school go ahead and book the bus option by day. For the school, the coach is much easier to organise as it is door to door (and cheaper) and the TGV cannot be booked until September and would anyway require a three-hour coach trip from Lyon. The price of the trip will go down from 900 EUR (cost of previous trip with night train to Leysin) to 750 EUR (coach to Val Meinier). They also took the opportunity to remind the school coordinator of the solidarity fund for parents in financial difficulty put in place in the past. The school agreed to inform parents of the proposed trip in June, before requesting registration in September. As the two delegates were mandated to follow through with the results of the survey, Brian Gray apologises for having neglected to put in copy other members of the Snow Classes / Classes Transplantees Working Group.

In the survey feedback there was a clear vocal lobby against snow classes from one class and it is agreed that it would be interesting to review all school trips for primary (a review done already a few years ago). Board members are reminded that it is already a huge success that parents were consulted at all for transport and to have managed to get this group into meetings and have a say in decisions.

Some members of the working group contest that conclusions should have been discussed internally before meeting with the school and agreeing to anything, with one member arguing that if the result was 50/50 then the train as the safer option should have been pushed. There is a proposal to revisit the transport question every year and another proposal to have a general discussions about snow classes. The delegates agree that a broader discussion may be needed, but for this year this was the maximum they could do after trying everything within the snow class WG to make the train the first option; Brian GRAY even contacted the French train company to see if it was possible to charter a train. The only solution would be a bus-train + bus combo - which meant increased logistics.

7. Interparents: BoG interventions, New Marking Scale Letter, Baccalaureate Complaints System, L2 Grouping paper presented to PedReform Group

President Kathryn MATHE indicates that all reports and documents have been uploaded, the BoG interventions are on One Drive where members can see IP positions. Documents on the NMS/equivalence tables were attached in the recent newsflash and are also uploaded, as well as the most recent equivalence tables and the update received at the BoG meeting (the latter not for circulation!). The following points are briefly mentioned:

- BAC complaints system: Pere MOLES PALLEJA explains that the IP are again running the ticket system for S7 parents across the system to raise any on-the-ground issues with the BAC; tickets will go through a preliminary assessment as not all issues can be addressed at system level. Pere MOLES PALLEJA and Kathryn MATHE are part of the steering group to collate and analyse the information.
- On L2 Language Policy: Monika VELIKONJA (SWALS) adds that an IP L2 Position Paper, driven by EEB1, managed to get some positive support in the higher level Pedagogical Reform Working Group.

8. Secretariat Updates: NewsFlash; Cambridge Exams support; communications update on functional mailboxes; reconduction

Newsflash: Kathryn MATHE reports that the newsflash that went out was quite a success and thanks all those involved for the hard work.

Cambridge Exams support: Kathryn MATHE reports that this is the first time EEB1 have hosted these exams (2 sessions, first held at the weekend), at the initiative of a teacher. APEEE offered lunch to the 13 examiners on campus. She reads out the thank you notes from the teacher and the school.

Communications update on functional mailboxes: Guendalina Cominotti outlines an initiative to use more functional mailboxes and the multiple benefits this would bring. Some Bureau members already use a dedicated APEEE email address for APEEE related correspondence and the idea is to extend this to others. As of next month APEEE will be able to provide more Bureau members and WG coordinators with a functional mailbox. This will not only stop personal inboxes from being flooded but will also separate the person from the function. The email address will remain permanent and handed over to successors. This will give an institutional memory to the dossiers and also establish some kind of look and feel for all APEEE related emails. The Secretariat would ensure that when an inbox is inherited previous correspondence will be archived (but remain accessible if needed) so that successors receive a clean inbox. These are proposed for VP Berkendael, Treasurer, Berkendael Working Group, Pedagogical Working Group, Educational Support and Gifted Children Groups, Community Building Working and Well Being. An additional mail box is requested for the Legal WG. More mailboxes can be created as requested.

Action: Guendalina Cominotti will provide above-mentioned Bureau members and Working Group coordinators with a functional mailbox.

Reconduction: this year the APEEE had to negotiate with APEEE Services on changing the work process for the Registration database, in order for APEEE to be able to collect its membership fees more efficiently. A transitional process has been put in place for this year. Selena GRAY demonstrates the registration site, explaining how the reconduction takes place between school years. This year there will be a cut off period end September when all non-paid members will no longer be able to sign up for or use services. Because of the way the system is currently set up it is not possible to block access to services beforehand without compromising the logistics for the management of services for the beginning of the next school year. A longer term solution will require further analysis and development over the year. A mailing with instructions is scheduled to be sent out to all parents on 31 May. Board members are encouraged to address any suggestions on terminology in the database (requiring technical changes) to APEEE Services as 'owner' of the registration database.

Points for Decision

9. Spring 2021 Call for Projects: report on applications received and proposal for panel

Kathryn MATHE reports that 19 project proposals were received. Half from parents, half from teachers. Many are recurrent projects. The spread over language section and different levels is evening out. The most popular objectives are well-being, fostering tolerance, and pedagogical

programmes. The least popular objective in this round is supporting digital technology. The Award Panel bases its decision on the opinion of the Working Groups. The Panel will be composed of one person from Bien-Être (name to be confirmed), Community Building (Samantha CHAITKIN), Ped group (Marc GUITART), Health & Safety (name to be confirmed), Finance (Gundars OSTROVSKIS). Noemie BEIGBEDER, Kathryn MÁTHÉ and Marek BOBIS, Sara MARTELLI will also take part, as Board members. The school will also designate two members and the CdE one member. There is consensus on the set up of the Award Panel which will report to the June Board with the results.

Action: S&H and Well-Being WGs to confirm delegates for Award Panel

10. Proposal to extend APEEE Project Deadlines due to extraordinary

Kathryn MATHE explains that due to COVID, many projects were on standby and could not be implemented. It is proposed to extend the start date from 31 January 2021 to 31 January 2022 for all projects funded under the 2019 spring and autumn calls. This means that project delivery dates declared at the point of submission can be extended up to a year after their start date. Project leaders need to start implementation by latest January 2022 and to be complete by January 2023. Should project leaders not respond to the extension proposal, the Project will be cancelled. The Board agrees by consensus to extend the delivery date.

Action: APEEE to send letters to Project Managers who have not started and propose extension

11. Proposal to set up a Task Force on the 'Annual Calendar – School Holidays'

Proposed Coordinator Emilie TOURNIER (Berk FR CE) presents two documents uploaded on One Drive (position and tables of holidays for comparison). She proposes to set up a task force in order to discuss the calendar of school holidays (decided yearly in Autumn, after consultation with the Administrative Boards). The aim would be to review the criteria and assess the impact of changes recently proposed by the FWB, in light of the fact that some families have already commented in the past on difficulties because they are not in line with Belgian School holidays. The task force would ideally be composed of one representative from each linguistic section (11 in total) and include representatives from both sites. This will ensure all parents in all communities feel represented. They will work to produce an information paper for the next Board meeting. Kathryn MATHE reminds the Board of one of the fundamental issues, which is the framing of the year within the general rules of the European schools (which the Belgian system currently conflicts with) and adds that the four European Schools of Brussels align their calendars. Pere MOLES PALLEJA volunteers to be part of the task force due to his past experience, together with his knowledge of the complexity of the Belgian system itself. He adds it is also important to keep in mind the Parliament plans.

The Board approves the creation of the Task Force with 16 votes in favor, 1 against, 6 abstentions. Ivan TORRE is against the position. In his opinion the whole approach is not in the spirit of European Schools, and he is against the constant comparisons to Belgian schools.

Action: Emilie TOURNIER to prepare mailing to be sent out by APEEE to all sections soliciting volunteers from both sites, in order to get 11 members for the TF ensuring representation of all sections and both school sites.

12. Proposed APEEE position on 'Secondary Projects & Trips'

Monika VELIKONJA presents a position paper for Board vote on the value of learning outside classrooms. The main idea is to encourage the school to provide more trips/activities to a larger number of students. Maria Luisa TAMBORRA informs on the existing activities at European School level and school level. Certain European-wide activities are organised in some schools but not at EEB1 and there is an imbalance between sections. The activities are not always widely advertised and selection is not always very transparent. There is also an issue of continuity in the school due to high turnover in teachers. In general, teachers need more help and support on logistics. Project weeks could also be better planned and organised.

They would like to propose the creation of a school-level Working Group to help increase the number of trips and make them more diversified and accessible to a broader number of students. They would like the Board to support their position which could then be put on the website so parents can be made aware of the APEEE position and also give their support. This position would be used to support creation of the school Working Group. There is consensus to support the creation of a Working Group at school level to work on secondary projects and trips.

Action: the Secondary Projects and Trips position will be put on the website with accompanying documents.

13. Proposal for Monika VELIKONJA and Isabel CARBAJOSA to replace Nils BEHRNDT and Pere MOLES-PALLEJA on CE Rules of Procedure WG

Kathryn MATHE points out that these procedures will apply to the other CE meetings so it is important to know that these are being negotiated for Secondary but will eventually be applied to Primary. There is consensus for Monika VELIKONJA and Isabel CARBAJOSA to be the new delegates for the CE Rules of Procedure Working Group.

Action: APEEE to update delegates lists and website and inform school management.
Kathryn MATHE to double check Berkendael can still attend the enlarged Groupe de Suivi.

13.b Proposal for solidarity fund for S7 BBQ

In response to the request for support from the S7 students (uploaded on one drive), the proposal is to put this to the vote in the Board through a simplified procedure, as it is 300 EUR or less. This will not set a precedent for future years, but is rather due to the exceptional circumstances, where S7 have not been able to plan for an event within a normal timeframe. The Board approves the funding of 300 EUR for supplies for the S7 BBQ with 17 votes in favour, 3 votes against and 1 abstention.

Action: Brian GRAY to draft letter confirming support – APEEE to fund 300 EUR

Points for Discussion

14. 20 May Secondary CE, CE Rules of Procedure and compliance with the General Rules

Marc GUITART reports on the Secondary CE: points were collected from the sections and sent

upfront for school to prepare agenda. The meeting began with reporting from WGs, then a discussion took place on mobile phones, with interventions from teachers, which took up half of the meeting time (a strict 90 minutes). There was therefore no time to discuss parent points. The Homework and Distance Learning WG reporting was shut down; even though a document was prepared and sent ahead and circulated by the management with CE documents, they were not allowed to present. Section representatives were upset. A lot of work had been put into preparing for a constructive meeting (TEAMS guidelines, CE Resolution, Projects & Trips). Kathryn MATHE officially requested another meeting in June to follow up on parent points. In the process, by looking into the rules to achieve this (1/4 of members required), it transpired that General Rules expect 6 meetings a year rather than 4, which compelled further research.

There is a group discussion within the Board on the experiences and management of the CE meetings. It is argued that it is about pushing for application of rules. Rules allow ¼ of members to request another meeting which should be done systematically if parent points cannot be covered. Monika VELIKONJA argues that to some extent there is a step in the right direction, that discussion is useful despite taking too much meeting time. But disregard for documents that have involved a lot of work and a lack of decisions has to be addressed. Marialuisa TAMBORRA adds that it would be helpful to talk to other APEEE members of other Brussels Schools of their experience and how CEs are managed to have other benchmarks. Kathryn MATHE is organising this.

Monika VELIKONJA refers the Board to the documents uploaded on One Drive. She takes the board through an overview, the background to the creation of the WG set up to work on updating the Rules and Working Procedures of the CE and the current issues. These include: voting rights (all members should have voting rights as CE is an advisory body but the Director currently has right of veto); chair of the meeting (to ensure it is chaired by management who can take decisions on the spot); number of meetings; language and length of meeting; extraordinary meetings and deadlines. The proposal will be circulated to all CEs, Primary (both sites) and Secondary, as the intention of Mr Goggins is to have same rules across all CEs. She insists on the importance of feedback as Mr Goggins will call for a meeting before end of the school year. There will be one week given for feedback.

Action: WG will circulate proposal for rules of procedure and general rules to whole board and to all CEs and give one week for feedback. Kathryn MATHE will look into four APEEEs meeting on CEs.

15. End-of-School Year: Next Steps

Kathryn MATHE reports that the two letters on the 180 days and end of year half days were sent to Director-General DG-HR Gertrud INGESTADT and Secretary-General Giancarlo MARCHEGGIANO, with no feedback as yet. The Woluwe Board supported and sent the same letter as well. Ixelles supports it theoretically but prefers to hold a meeting to discuss the general issue of compliance. So with the Woluwe and Ixelles Presidents, a meeting will be held in the Commission or in the Secretary General office to discuss the issue of compliance.

Action: Meeting to be held with the Commission or Secretary General to discuss compliance.

16. Distance Learning: Absences and Quality Assurance

Kathryn MATHE informs the Board that a general proposal was received from one member but as it was agreed to first propose it to the Pedagogical Working Group, the point is therefore postponed for a later meeting.

17. COVID Measures: Looking forward

Santiago CALVO RAMOS reports on what we can expect for the next school year. The situation will be much better than last September thanks to vaccines but we still need to be cautious because of the variants, which are much more contagious and reduce the protection from the vaccine. By September, we can expect that a large proportion of the Belgian population will be vaccinated. Pfizer can now be given from 16 years old and we are waiting for news from the government about vaccinating down to 12 years old. So the battle is vaccines vs variants. By September, most parents and teachers and S6-S7 will be vaccinated but not the younger ones. Monitoring will be important. The Board agrees to putting Santiago CALVO RAMOS' weekly updates on the website.

Action: APEEE Secretariat to put the weekly updates on COVID on the Website
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18. Snap updates from thematic groups and solicitation of feedback **School Working Groups**

Child Protection: has not met recently so no update.

School Communication Policy: Simon DERRY reports that they held a much delayed WG meeting yesterday (2 hours) which was quite constructive (with the parents, teachers, students, administration). Thomas SPOORMANS adds that the meeting represented real steps forward but a process which will definitely still take a lot of time. Even some neutral points that the APEEE brought forward were still contested. Also that Mr. GOGGINS was present who confirmed it was an important issue.

Homework Policy and Distance Learning: Kathryn MATHE reports that the WG have finished what they think they can achieve. They have two documents ready for presentation at the CE meetings: the Homework Policy (thanks to feedback from students, teachers and parents) and a TEAMS Guidelines instead of a Distance Learning Policy which they could not complete as the school did not get back with their portion. The TEAMS Guidelines produced instead is more technically focused. Students worked hard on both documents. She concludes that all is ready and wants to close the group, so to approve or amend the documents (uploaded to one drive) as necessary. They await the opinion of the CE for next steps.

APEEE Groups

BIEN-ETRE Working Group: Sara DAGOSTINI informs that two conferences were organised, for parents of teenagers. They are looking at organising a conference in June for teens on post-COVID. A meeting is planned with the school psychologist to examine ways of supporting teachers, students and parents post COVID. There is also a proposal for a Primary school project on Emotional Intelligence. In Primary, KiVa is supposed to do a survey every year but nothing has been done. What is noticeable thus far is a lack of interest and commitment from the management in our school.

PedGroup EdTech: this point was already presented in point 5. of the agenda

PedGroup Languages: Monika VELIKONJA informs that the school hosted the Cambridge exams. There was a big interest in this and this should be reported back to the school. The Group is also getting feedback on the challenges of teaching in FR in L2 and L3 following complaints from parents about the new approach and the mixing of children.

19. Review and solicitation of APEEE agenda points to June Safety & Hygiene Committee and June Primary CEs – Uccle and Berkendael

As the 18 May S&H meeting with the school was postponed to June, points solicited the previous month will be raised in June. Kathryn MATHE suggests members write to the S&H Delegates with any further points, as well as for the two upcoming Primary CEs.

Action: S&H delegates to solicit any further points / Board members can write to APEEE Secretariat with any suggestions for the upcoming CEs.

Written Points for Information

20. Secretariat update (*doc provided*)

AOB

Reimbursement of school trips: Emilie TOURNIER proposes that APEEE follows up with school management on the outstanding reimbursement of school trips, to find out how many trips are concerned and to propose to reimburse at least part of the amount by the end of the school year. There is no reason for parents to bear the full cost of the cancelled trips. Kathryn MATHE confirms that she wrote to Mr GOGGINS today who confirmed that the school was about to send out a communication to parents with information on the status on their individual accounts. If there is a push however to have an overview, she thinks this would have to be collected from parents and would involve a lot of work. She agrees to follow up and to get a state of play from the school.

Action: Kathryn MATHE to follow up with the school to get an overview on the state of play.

Point on Agenda	Action Points Board Meeting 27/05/2021
(Board 19/11/20) Pt.13	Handover of class rep info to services/ Medium term: The Bureau, Legal Working Group and Secretariat working on updating the APEEE Data Sharing Agreement, Representative Charter & Vademecum. On hold
(Board 21/01/21) Pt.11	APEEE Secretariat working methods and procedures: Ivan TORRE and Fiona TAYLOR to work on project and report back in March Meeting: Work in progress. Reporting postponed to June Board. Ongoing
(15/4/21) Pt.7	Legal Working Group proposal to contract legal firm to review APEEE Statutes in line with new legislation: Nils BEHRNDT, Tibor SCHARF and Sigfriedo RAMIREZ PEREZ to oversee contracting of legal firm Racine: working on details of offer with RACINE. Final offer should be signed soon then concrete work will begin. Ongoing

27/5/21 Pt.3	Approval of the minutes of 15 April Board & 11 May Extraordinary Board meeting: APEEE to circulate to Board members by email, for feedback until Sunday 30 May, then send final draft for approval by Written Proposal
27/5/21 Pt.4	Administrative Meeting Reports : 16, 22, 29 May MiniSAC Meetings on COVID Arrangement: Kathryn MATHE to send the draft commented version of the meeting reports to the Board members (not to be circulated beyond the Board!)
27/5/2021 Pt.5	Pedagogical Meeting Reports – 5 May Sec BYOD/Geogebra meeting: APEEE EdTech Group to discuss rental and servicing scheme with Mr Belien
27/5/2021 Pt. 8	Secretariat update: Guendalina Cominotti to provide Bureau members and Working Group Coordinators with a functional mailbox
27/5/21 Pt.9	Spring 2021 Call for Projects: S&H and Well-Being WGs to confirm delegates for Award Panel
27/5/21 Pt.10	Extension of APEEE Project Deadlines: APEEE Secretariat to send letters to project managers who have not started projects and propose extension
27/5/21 Pt.11	Proposal to set up a Task Force on the 'Annual Calender – School Holidays': Emilie TOURNIER to prepare mailing to be sent out by APEEE to all sections soliciting volunteers from both sites, in order to get 11 members for the TF ensuring representation of all sections and both school sites
27/5/2021 Pt.12	Proposed APEEE position on 'Secondary Projects & Trips': the Secondary Projects & Trips Position will be put on the website with accompanying documents
27/5/21 Pt.13	Monika VELIKONJA & Isabel VICENTE CARBAJOSA voted as new delegates to WG on CE Rules of Procedure. APEEE to update delegates lists and website and inform school management Kathryn MATHE to double check if Berkendael can still attend the enlarged group of the Groupe de Suivi
27/5/21 Pt.13b	Bac Day and BBQ for S7 (300 EUR solidarity fund/support from APEEE) Brian GRAY to draft letter confirming support - APEEE to fund 300 EUR
27/5/21 Pt.14	20 May CE, CE Rules of Procedure and compliance with the General Rules: WG will circulate proposal for rules of procedure and general rules to whole board and to all CEs and give one week for feedback. Kathryn MATHE will look into four APEEEs meeting on CEs
27/5/2021 Pt. 15	End-of-School Year: Next Steps: Meeting to be held with the commission or Secretary-General to discuss compliance
27/5/21 Pt.17	COVID Measures: APEEE to put weekly updates (from Santiago CALVO RAMOS) on COVID on the website
27/5/21 Pt.19	Review and solicitation of APEEE agenda points to June Safety & Hygiene Committee and June Primary CEs – Uccle and Berkendael: 18 May S&H meeting with the school was postponed to June - points solicited previous month will be raised in June. With regards to vaccination of vulnerable teachers, school confirmed that teachers are in Commission programme so will all be vaccinated by first week June and 2nd dose 3 weeks later. S&H delegates can solicit any further points / Board members can write to APEEE Secretariat with any suggestions for the upcoming CEs
AOB	Reimbursement of cancelled school trips & projects: Kathryn MATHE to follow up with the school to get an overview on state of play