

Brussels, 13 January 2022

MINUTES OF APEEE BOARD MEETING 14 OCTOBER 2021

ATTENDEES

Voting Board Members:

Nils BEHRNDT (VP Administration, DE Sec), Noémie 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, member elected by GA), Karin HUNDEBØLL (DA Sec), Julia MADL (DE Prim), Sara MARTELLI (Berkendael, IT), Kathryn MÁTHÉ (President, EN Sec), Pere MOLES PALLEJA (Bureau, member elected by GA), Gundars OSTROVSKIS (Berkendael, LV), Valentina PAPA (Secretary, EN Prim), Sigfrido RAMIREZ (ES Sec), Julien REICHSTADT (Dep Sec Information, FR Prim), Emese SAVOIA-KELETI (HU Sec), Malene SCHATHOLM (DA Prim), Thomas SPOORMANS (FR Sec), Istvan VANYOLOS (HU Prim), Monika VELIKONJA (SWALS)

Voting by Proxy:

None

Deputy Board Members (non-voting):

Simon DERRY (EN Sec), Bartosz HACKBART (Berkendael, FR), Bianca JITEA (Berkendael, EN), Nathalie KALOGERAS (FR Sec), Alba MARINO (Berkendael, ES), Tibor SCHARF (DE Sec), Silvia MATRICARDI (IT Prim)

Other Participants:

Magali BARRAL (CE FR Prim), Samantha CHAITKIN (CE IT Prim), Magdalena KUPCZYK (Deputy CE PL Prim), Veronica ORTIZ (CE FR Sec), Santiago CALVO RAMOS (standing observer), Ioana SANDU (Deputy CE FR Sec), Marialuisa TAMBORRA (Deputy CE FR Sec), Emilie TOURNIER (Berkendael, CE FR)

APEEE Secretariat:

Guendalina COMINOTTI, Fiona TAYLOR

Board members can find all supporting documents in the shared folder in One Drive
(2021-10-14 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



Soliciting points for the 2 upcoming Primary CEs (Berkendael, 21 October; Uccle 26 October) is added under AOB. Members are requested to send points for CE agendas to Marc GUITART and Noémie BEIGBEDER.

The Agenda is approved by consensus with updates.

3. Confirmation of the minutes of Board meeting 7 September + follow-up of Action points

The minutes are approved by consensus, pending 2 proposed changes which are noted.

POINTS FOR INFORMATION

4. Administrative Meeting Reports

- **4.a. 13 September, EEBI Autumn 2021 Administrative Board**

VP of Administration Nils BEHRNDT invites the Board members to read the uploaded meeting report. A long meeting covering substantial issues, he highlights the draft calendar 2022-2023 which still needs to go through Written Procedure before approval later this month, the 2021-2022 Annual Pedagogical School Plan (APSP), where a couple of important points (Wellbeing, digital experience and harmonising practices, sustainability) from APEEE had been taken into consideration. However, other important points and risks (overcrowding and optimisation of space, harmonisation and recruitment and induction) were not included and this, without much explanation. He reports that a number of important points were raised by parents, highlighting for example COVID measures and the 180 Days. On the last point, he comments that the Commission was supporting the parents.

Bureau Member, Pere MOLES PALLEJA comments on the role of the Commission, reminding that in the rules if the Secretary General or the Deputy Secretary general are not present at the Administrative Board, the Commission should chair the meeting. Therefore, he adds, the Commission should have a bigger role than just taking note. The President Kathryn MÁTHÉ informs that this point was even discussed during the meeting. The APEEE raised a point on the role of the Admin Board in general, which should be more focused and results-driven, with discussions on key issues. There are ongoing meetings with the Commission related to governance and these issues can continue to be raised.

- **4.b. 1 & 13 October, Brussels Central Enrolment Authority (CEA)**

President and CEA delegate Kathryn MÁTHÉ reports that 2 meetings were held this month: the first to close up the enrolments (she referred the Board to 2 documents uploaded: the Review of the 2021-2022 Enrolment Policy and Enrolment Development, a comparison of enrolments over the last year); the second meeting about next year's Policy on which Bartosz HACKBART, CEA delegate, reports.

Referring to the document on Enrolment Development and analysing the numbers, he indicates: the increase in total population is less than the previous years; that even with the additional Evere site we are still above total capacity; in practical terms that de facto the population in Primary and Maternelle is decreasing but population in Secondary is increasing at all four school sites. This message was passed at the Enrolment Authority, but members maintain that over population was at Primary and Maternelle level and that we should do our utmost to populate the Evere site. However, it was stated that they intend to free up space in Primary in order to transform it into Secondary. Mr BECKMANN was interested to know more from the Directors about how they see this happening and this will be rediscussed. He questioned why we are not rationalising enrolment towards a more efficient use of teachers and classrooms, for example combining groups at Berkendael/Uccle and Evere/Woluwe to avoid the small groups



evident in some sections. APEEE clearly reminded that parents do not support transferring groups including between sites and that there is also the sibling rule. Kathryn MÁTHÉ reminded the Authority that there was also a decision by the board of governors to prohibit transfer classes after the opening of Ixelles, even though in this case, it is two sites of the same school. APEEE also raised results of the Price Waterhouse Cooper Capacity Study which had not been reflected in the text. She adds 2 more points that were raised for consideration: the status of so-called satellite classes at Berkendael, which should be better defined and an online enrolment tool currently being piloted.

A series of questions are raised and discussed. The main issues discussed are: the fact that most of the parents refused the places in EVERE; the fragmentation of some sections, creating a situation of very small classes, in particular for some sections. ES and IT section representatives express their concerns with this issue and raise the issue that moving classes would really affect their sections and be explosive within the parent community. It is also stated that it is important for APEEE to propose a minimum threshold to create classes in order to avoid combining classes vertically (e.g. P1 and P2 together), which would have negative consequences for pupils. Henning EHRENSTEIN (VP Berkendael, DE) mentions that it is important to rationalise in order to reduce overcrowding, and that one way to do so would be to move classes from one site to another. The President says that although this approach might be relevant for efficiency, as the APEEE we cannot take a position to support it. She wants to avoid having sections turn against each other, as it is a very sensitive issue for parents. She concludes that we have received no written document at this point, and there will be another Enrolment Authority meeting on 25 October and they will report back to the Board at its meeting in November. Pere MOLES PALLEJA adds that it is very dangerous that Mr BECKMANN kept this point only orally, because it prevents the Board from informing parents as there no official documents about it. Still he thinks that it would be important to inform parents about the fact that this very sensitive issue was raised during the Enrolment Authority meeting. The President agrees that Board members can inform parents that the issue came up in the CEA meeting, while clarifying that it is not confirmed by a formal proposal and that they will still discuss it.

Action Point. Board members are invited to inform their sections that the issue of combining classes in different sites was raised at the CEA.

5. Pedagogical Meeting Reports

• 23 September, Secondary CE

VP of Pedagogy Marc GUITART reports on the meeting of the Secondary CE on 23 September. He states that the meeting did not start with a good atmosphere. Parents did not approve the minutes, as the points suggested by parents were not included. He continues with the presentation of the points raised during the CE meeting. Parents received a general update from management on different issues, such as staffing and recruitment, the COVID Vaccination Survey (~2/3 of eligible students should be vaccinated by end October), and the Cambridge language exams. Parents raised pedagogical continuity for quarantined students, and were told that there had been a meeting but did not receive an update or conclusions from the school. For the parents-teachers meeting the school has promised to have a coordinated approach, but it still hasn't been implemented.

The school management informed parents also on the state of play on Geogebra and the BYOD policy. Geogebra is already applied in S5 et S6. The School explained that parents should provide a device (computer/tablet) able to support Geogebra. Teachers may already use Geogebra (for test A), but it will be mandatory only in June 2022 exams for both S5 and S6. It will be first used at the BACC exams in 2023. The school will organise peer training as well.



Students pointed out that some teachers don't know how to operate Geogebra or have not been trained in the newer versions, that some browsers cannot support Geogebra and that there are not enough extra devices for an exam situation. The INTERPARENTS survey from spring shows the need for teacher training. Students requested that Geogebra be piloted in an exam situation. Parents agreed with students, as teachers should know how to use Geogebra and each student should sit at least one A-test with Geogebra, ideally in first half of the year, before they use it in a more serious exam situation. The assistant deputy director Olivier HAZAN confirmed that training for teachers is ongoing and that they plan to use Geogebra in a test situation for maths and physics.

Management has also updated on the work of the School Working Groups. One of the problems highlighted was that the mandate, membership and timeline of working groups is not clear. The students from the Homework Policy and Distance Learning WG presented a revised proposal, but the vote was postponed as the Director said that there are no teachers at the moment represented in the WG. Teachers representatives are also in the process of being nominated for the Child Protection WG and the Mobile Phones WG. The disorganisation of teacher representation both in the WGs and in the CE has become a concern; there is a lack of continuity as teachers change out each year.

6. Community Building Working Group: Book Sales; World Teachers Day; Commemoration of Rosa

Samantha CHAITKIN, coordinator of the Community Building Working Group, reports on the latest activities and initiatives of the WG. First, she speaks about the sad loss of one EEB1 student, Rosa REICHEL, who died during the floods in Belgium last summer. The WG has been in contact with both Rosa's family and the school to see how to organise a commemoration for her. A mural in the school is foreseen, and there is a plan to have a commemoration ceremony and a virtual book for people to leave their thoughts. The perception is that the school management has been quite passive in this initiative.

On the occasion of International Teachers' Day on 5 October, the Community Building WG proposed to the school to organise a joint activity, but unfortunately the school did not want to participate in such a joint initiative on the school premises. So, the WG organised the initiative outside the school - at the entrance Vert Chasseur - with a nice banner thanking teachers for their work. Volunteer parents gave greetings to teachers at the start of the day on their way into the school and handed them a pinwheel with a nice message attached. The response received was really positive and it was a nice moment of community in front of the school.

Finally, the WG helped organising the used secondary text book sale. This initiative has been going for several years and is run by volunteers from the EN, FR and IT sections. It is quite successful as it is sometimes difficult to find the books and they can be also expensive. This year the book sale was done online and it was an opportunity to foster contacts and exchanges between parents.



7. Bien-Etre Working Group: Meeting with School Management; and Proposed Programme; Post-COVID Secondary Workshops; Secondary Calm Room

Sara DAGOSTINI, coordinator of the Bien-Etre WG, reports that the WG had a very positive start of the year with the school. Because of COVID, mental health has become a priority for the school. The school has also received extraordinary funding to address well-being and mental health this year. The school would like to implement a well-being framework in cooperation with the WG. As part of this process, they would like to identify a list of topics to be developed further. In Primary, she reports that they held a first Emotional Intelligence atelier for Uccle P4 and P5 students and teachers. They will soon also begin Values Workshops for Secondary students to address COVID. The school has decided to expand KiVA to the early Secondary and they are starting teacher training. For S7, the school was open to the possibility to have Mindfulness. The President Kathryn MÁTHÉ invites the board to take a look at the programme foreseen for Secondary, provided in the documentation in OneDrive.

8. INTERPARENTS Report: 7-8 October 2021 Joint Teaching Committee Report; IP Proposals on Homework Policies and Learning Materials; OSGES Simplification WG; OSGES Well Being / Child Protection WG; OSGES Sustainability WG

Pere MOLES PALLEJA, President of INTERPARENTS and delegate from EEBI, informs the Board that his mandate as President of INTERPARENTS will come to an end in December 2021. President and INTERPARENTS delegate from EEBI, Kathryn MÁTHÉ reports on the Joint Teaching Committee.

INTERPARENTS presented two papers on learning materials across the systems and on homework policies. These were favourably received. They can be found among the documents.

9. Price Waterhouse Cooper (PwC) Capacity Audit Final Report: Results and Next Steps

President Kathryn MÁTHÉ reports that Price Waterhouse Cooper completed their final report on the capacity of the school. The audit report included some of the points raised by APEEE, but not all of them. The Report is shown to Board Members during the presentation. One of the important missing points concerns the areas for students to go when they are not in class, which in the report is represented with inaccurate data. In the report, there are also recommendations to reduce overcrowding, but many of them are based on expending the school, which is very difficult. Bartosz HACKBART, who also represented the APEEE in this work, reports on the audit report concerning Berkendael and had similar conclusions.

10. Secretariat Update: List of Functional Emails; APEEE Membership Status; Class Elections; APEEE Services Website; Breydel Office; Annual Report

President Kathryn MÁTHÉ informs about the creation of functional email addresses of the Bureau and on the APEEE Membership status. She explains that it happens that parents who are not paying the APEEE fees are still using the APEEE Services, in contravention of the Services statutes. She explains that APEEE and Services agreed to block their use of services until they pay the APEEE fee, and hopefully they will pay.

The Secretariat informs the Board on the class representative elections and on the forthcoming Class Representative Meeting and Section Representative elections. The President also informs that the APEEE Services has announced that it will create a new website separate from the APEEE as well as the fact that the APEEE has an additional office in the Breydel building that we are looking to appoint and use.

As for the Annual Report, the President concludes that the Secretariat will be working on it during the month of November.



POINTS FOR DECISION

11. Proposed Updates to the APEEE Financial Procedure to Award Funding

Financial Advisor Gundars OSTROVSKIS, following the Board decision before the summer, was mandated to review the APEEE Financial Procedure to Award Funding, in particular as regards to conflict of interests. He presents his proposed modification to the Board (the document was provided in the documentation and shared during the meeting). The modification proposed is the following:

2.5.2 The award panel may be composed of the Financial Advisor, ~~voluntary Administrative Board members~~ and one representative for each: the Pedagogical working group, the Wellbeing working group, the Community building working group, the Safety and Hygiene working group, the Berkendael working group, ~~relevant Working Groups and Committees~~, school management, school staff at the Uccle campus, school staff at the Berkendael campus, and student committee.

2.5.3 When deciding on the projects to be financed, any potential conflict of interest on the part of award panel members must be avoided. To this extent, award panel members involved in one of the project proposals are required to declare this interest up front and shall not participate in the decision-making as regards award panel recommendation with respect to this project.

~~2.5.3-4~~ The Administrative Board will decide on the funding of each project separately, voting by simple majority of the votes cast. ~~both when deciding by itself and when~~ When acting on a proposal of an award panel, however, the Administrative Board may also vote on the entire proposal unless at least one member objects to such grouping of projects.

Pere MOLES PALLEJA comments that the new proposal on conflict of interests is important and that it should be interpreted in a way that in case of competing projects and taking into account the restriction of budget, the person who is involved in one of the projects should not vote and decide on that project. The Financial Advisor explained that in any case if one member of the award panel would have a conflict of interests in a project, he should not participate to the decision of that call and added that the case described by Mr MOLES PALLEJA is a specific case. The rule needs to be more general and he does not believe it is a large risk. Mr OSTROVSKIS then proposes to delete the last sentence “with respect to this project“ in article 2.5.3.

The new proposal on article 2.5.3 is the following:

2.5.3 When deciding on the projects to be financed, any potential conflict of interest on the part of award panel members must be avoided. To this extent, award panel members involved in one of the project proposals are required to declare this interest up front and shall not participate in the decision-making as regards award panel recommendation with respect to this project.

The modification on all parts was adopted with 17 votes in favour, 0 against and 0 abstentions.

Action Point: The Secretariat will update the procedure and publish on the website, ensuring that it is used for the upcoming project call.

12. Proposed APEEE Autumn Call for Project Proposals

President Kathryn MÁTHÉ reports that the calls for project proposals for the autumn have been prepared on the basis on the same priorities as the spring ones; the purse is proposed as 7000 EUR with a limit of 1500 EUR per project. Pere MOLES PALLEJA expresses concerns about the financial situation of the APEEE. Brian GRAY, Treasurer, says that because the spring projects



funding have not been used, there is still a margin to implement these project in this school year. Other concerns about the budget were raised. The President added that in any cases the Board will examine the Budget during the next Board meeting and members can raise their specific questions at that moment in view of the adoption of the Budget at the General Assembly. The proposal on the Autumn call was approved by consensus and two abstentions were noted.

Action Point: Secretariat to initiate out project call and inform parents and other stakeholders.

13. Proposal to Set Up an APEEE Succession Committee

President Kathryn MÁTHÉ recalls that her mandate will be finishing in December with the new Board. She proposes the creation of a Succession Committee to prepare the succession and to find new people for the next APEEE Bureau. The Succession Committee is open to anybody who wants to join to identify people that would like to be part of the new Bureau. A short discussion begins among Board members on whether to have a formal succession committee or more an informal process.

At the beginning of the discussion, current APEEE Secretary Valentina PAPA announces to the Board that she has decided to run for the Presidency of the APEEE and says that she would be open to have the Succession Committee, if she could also participate in it, but that maybe it does not have to be a formal committee. Several issues are raised for example the fact that the new Board will be the one electing a new Bureau, so it might be difficult to appoint an official committee with current Board members. However, there are also many pending issues (financial, legal and governance related) independent of the selection of a Bureau which need to be overseen through the succession. The President concludes that there is not enough support to formally create a succession committee and closes the point.

POINTS FOR DISCUSSION

14. Solidarity funding in cases of financial hardship

Brian GRAY, Treasurer, presents this point for discussion with the aim to adopt it at the next Board meeting. He informs board members that the APEEE Services are presently examining the options for setting up a Solidarity Fund for parents experiencing financial difficulties, with the aim of covering, for example, the expected increase in the cost of transport if zero-emission busses are introduced, and perhaps also part of the cost of canteen meals and after- school activities. He explains that a single independent solidarity fund is in principle better than two separate funds for APEEE and Services, but this implies setting up a new ASBL. It is more realistic for each of the organisations to manage a fund within its own budget.

He presents a proposal for a APEEE Solidarity Fund. The likely beneficiaries would be parents who have applied for a reduced minerval or school trip fee (typically single parents, or single earners on low salaries, and with more than one child in the European School). They may be on parental leave, working part-time in an institution, or be past employees (end of contract) who have the right to maintain their child in the European School. Some 5% of parents applied for a reduced cost of ski trips. Certain criteria can be applied, such as a maximum monthly family income and number of children, but each case needs to be assessed individually.

The proposal is the following:

The Board presents the draft internal rules for adoption by the next AGM (Annex II of the documentation provided), and includes 3000 € in its 2021-2022 budget to set up the Solidarity Fund.

At its first meeting, the next Board in December appoints a Chair of the Fund, and the Treasurer



and between one and five other members of that Board to the Solidarity Fund Committee. This Committee would be entitled to call upon the APEEE Secretariat to initiate the payments it authorises from the solidarity fund.

The President concludes the point asking Board members to take a closer look at this proposal for comments before the next meeting. The proposal will be a point of decision at the next Board meeting in November in order to be able to present it to the General Assembly in December.

Action Point: The Secretariat to send around again the proposal in order to gather comments before the next meeting.

15. Alumni Association Request for Funds

Monika VELIKONJA, INTERPARENTS delegate, explains that the Alumni Association has requested from INTERPARENTS a financial contribution to help them in the organisation of their association. They would like for example to develop IT tools and take on staff to manage their association's activities and membership. They said they have about 5000 members. She also notes that it is not so clear what would be the long-term potential of the Alumni Association and what would be the advantage for the APEEEs to actually fund them. Pere MOLES PALLEJA, who was present in the meeting as President of INTERPARENTS, invites board members to read the document provided. He stresses that there is need to further examine their request, so he proposes that a decision on this request should be considered for the next meeting. Some members welcome the idea of helping an alumni association to ensure a platform and a network that could be beneficial for the pupils in the future. However, others note that it is generally the alumni who fund the alumni association; that there is currently no long-term business model presented; and that the actual service provided to the alumni is unclear. The general sense was that this specific initiative needs to be further clarified, before we can support it.

Action Point: Monika VELIKONJA to give feedback to INTERPARENTS.

16. Legal Working Group: Safety and Security Convention; APEEE Statutes (EY); CA Rules of Procedure

VP of Administration Nils BEHRNDT informs the board on the pending issues in the Legal Working Group. On the APEEE Statutes, he explains that he has just been informed that the Board has to formally authorise the President and himself to sign the agreement with EY law firm in order to move forward. There is no disagreement with this, so the President then opens the vote to authorise herself and Nils to sign on behalf of the Board. The proposal is adopted with 14 votes in favour. In addition, to the work on the Statutes, we have asked EY to also look at the legal relationship between the two associations: APEEE and APEEE Services.

He also asks if there were any volunteers who would start look at the Rules of Procedure and Statutes in order to start see how to update them.

On the Safety and Security Convention, the President said that the new convention has been proposed to the 13 European Schools by the Central Office. It puts a lot of obligations on APEEE and APEEE Services, without showing clearly what the benefits will be. She said that the APEEEs from the four Brussels Schools are working on an initial position and invites board members to read the documentation provided, which includes both the Convention proposal and the initial position by the four APEEEs.

Action Point: Nils BEHRNDT and Kathryn MÁTHÉ can proceed with negotiations with EY on behalf of APEEE.



17. COVID Outlook and Measures

Santiago CALVO RAMOS presents briefly the situation of COVID and the measures taken by the school. He says that there was a rise in cases in the past two weeks. Mostly in Primary. Comparing to last year, the school managed to keep the school open. However, we had enormous disruptions, with a lot of classes closed and with many children and teachers in quarantine. We also have experienced quick changes of rules by the Belgian authorities and the school has had to quickly adapt. Comparing to last year, the big change is of course the introduction of vaccination. On vaccination, the APEEE had asked for the vaccination rate in the school and in fact the school run an anonymous survey. The figures show us that only 40% of Secondary students were vaccinated at that moment. Comparing to other schools in Brussels, our school is not so bad, but in Brussels in general the situation has been very difficult in terms of the vaccination of the population. However, some schools have organised vaccination campaigns, including EEBIV Laeken. He states that this could be proposed also in our school. He stresses that the real challenge is that the school is only “reactive”, and not “proactive”- for example, by using quick testing, ventilators, etc.

In conclusion, in September the school has suffered a lot of disruption, which has been noted especially in the Primary. This is good news, in the sense that it shows that vaccination works. But it is not going to stop; it is likely going to happen again. So he proposes that APEEE continues to ask the school to implement the best practices on mitigation measures. He also invites Board members to read his presentation, where at the end he has provided an analysis and easy summary of the new COVID rules in terms on quarantine, etc.

President Kathryn MÁTHÉ confirmed that the school ran the survey on vaccination, and was the first school to do so, and that now the APEEE will be focusing on the ventilators, CO2 meters, etc.

18. Snap-updates from thematic groups and solicitation of feedback

- **School Working Groups: School Communication Policy; Homework Policy and Distance Learning; CE Rules of Procedure; Child Protection; Mobile Phones; Classes Transplantées**
- **APEEE Groups: PedGroup EdTech; PedGroup Languages; PedGroup Projects&Trips; PedGroup Educational Support**

The point is just quickly mentioned as most of the school working groups are stalled. Istvan VANYOLOS, Classes Transplantées Group, points out that the L2 EN P5 trip in UCCLE is apparently being organised in France, while in Berkendaal it is organised in Ireland. Monika VELIKONJA, Languages Group, also mentions two successes on languages: Croatia is promoting the INTERPARENTS proposal to revisit the question of L2 language groups taking into account the level of the students. Also, the school has recently registered for the European Commission translation competition Juvenes Translatores.

As the coordinator of the Secondary Projects and Trips Group, she also invites board members to look at the document on Projects and to share it with their sections in order to encourage more students to participate. Projects are a good opportunity to show creativity and develop skills. The President mentions that the Science Festival is also coming up and that the Secretariat will send out information to parents in the next couple of days.

Action Point: Secretariat to send out information to parents about the Science Festival.



WRITTEN POINTS FOR INFORMATION

19. Secretariat Update

Document uploaded.

AOB

20. Point added: Soliciting points for the 2 upcoming Primary CEs (Berkendael, 21 October; Uccle 26 October)

The President asks Board members to send to Marc GUITART (for UCCLE) and Noémie BEIGBEDER (for Berkendael) if they have any points to raise at the upcoming Primary CE meetings.

Action Point: Members to send points for CE agendas to Marc GUITART and Noémie BEIGBEDER.



SUMMARY OF ACTION POINTS

Board Meeting 14 October 2021

Point on Agenda	Action Point	Status
(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: Charter and Vademecum updated and circulated for upcoming class representative meetings . The Secretariat and Legal WG still have to revisit the Data sharing agreement. Currently finalising GDPR Streams .	Ongoing
27/5/21 Pt.13	Monika VELIKONJA & Isabel VICENTE CARBAJOSA voted as new delegates to WG on CE Rules of Procedure: status of Berkendael in Brussels Steering Group: Henning EHRENSTEIN to ask if a Berkendael delegate can attend SCB as Observer .	Ongoing
27/5/21 Pt.14	20 May CE, CE Rules of Procedure and compliance with the General Rules: Kathryn MÁTHÉ to look into four APEEEs meeting on CE. A CE secondary rep event will likely be planned for the end of October, probably on line.	Ongoing
24/6/21 Pt. 5	Administrative Meetings and Reports: 24 June, EEB1 S&H Committee Meeting: Structure of the S&H Committee to be discussed within the Bureau. APEEE Bureau to discuss and make proposal to Board and discuss with the school before the next S&H Committee (including whether to have 1 or 2 committees for the 2 sites) . Julia MADL to follow up and to contact Jonathan GUYOT to find out when the meeting is and discuss with Bureau structure/scope of the meeting .	Ongoing
24/6/21 Pt. 6	Pedagogical Meeting Reports: 2 June, Meeting in CE Cost-sharing Resolution: Board members who are interested in reflection on the Joint CE Resolution on Cost Sharing to contact Monika VELIKONJA by email, in time before the next Primary CE meetings in September. Next meeting October. Negotiating with school.	Closed
	22 June, Berkendael Meeting: Berkendael to discuss their call for a more balanced approach to gender within Pedagogical WG. Raised in Berkendael CE Meeting in June and school response was that topic was too sensitive. Berkendael WG to discuss with VP Pedagogy and Pedagogical WG. Sara MARTELLI (Berk) to coordinate with Marc GUITART, forward the letter she sent to Berkendael management and to keep us updated on the situation.	Ongoing
24/6/21 Pt.9	S7 and Baccalaureate Update: APEEE Pedagogical Group to inform S6 parents in September to print out syllabus and make sure their children know to cover this syllabus before exams. APEEE PedGroup to write letter out to BAC level (S6, S7) parents based on BAC complaints + Send to INTERPARENTS.	Ongoing
24/6/21 Pt. 13	Proposal to set up expert Task Force: Gundars OSTROVSKIS will be in charge with the legal Working Group to prepare a proposal before the next funding call in the Autumn. Gundars OSTROVSKIS and Legal WG to prepare proposal before October Board. To be discussed under Point 11 of Agenda.	Closed
24/6/21 Pt. 15	Solidarity funding in cases of financial hardship: Volunteers to contact APEEE Secretariat or Brian GRAY if interested in joining Solidarity WG. Pere MOLES PALLEJA to ask for mandate from APEEE Services so that members	Closed



	of WG who are members in both Boards can formally represent both Associations. The Solidarity Fund WG to report back to the Board in October. Brian GRAY will report by October Board meeting in order to include as part of next year's financial planning. Brian GRAY to write out again to solicit interest. Looking for another 1 or 2 administrators/trustees to form committee to run the fund. To be discussed under Point 14 of the Agenda.	
7/9/2021 Pt.2	Agenda Points: APEEE President/Secretariat to include Tour de table on communication methods in different sections for December Board Agenda -	Ongoing
7/9/2021 Pt. 3	Approval of Minutes: Secretariat to produce shorter Minutes for future Board Meetings Done.	Closed
7/9/2021 Pt. 5	Pedagogical Meeting Reports: 7 September SAC Meeting: Kathryn MÁTHÉ to rework SAC Meeting Points in accordance to Board discussion on points 1 and 4, including Rapid tests: add important condition for school to have agreement again from parents; ask for "exploration" of this possibility; Teachers absences: refocus point to focus on getting figures from the school. To be discussed under Point 4 of the Agenda.	Closed
7/9/2021 Pt. 7	BYOD: Device rental framework with the Rent Company: APEEE Secretariat and PedGroup EdTech Team to write communication end of the week (Mr HAZAN to frame the message) + put on website. Negotiations moving ahead. Will be on-line by beginning November.	Ongoing
7/9/2021 Pt. 8	Annual calendar of meetings: APEEE Secretariat to put on website. Done.	Closed
7/9/2021 Pt. 9	Proposed update to April mandate given to Legal Working Group to contract legal firm to review/revise APEEE Statutes in line with the new Belgian legislation: APEEE Legal WG will finalise an agreement with ERNST & YOUNG. Where possible, the final agreement with EY should include elements to cut down the costs, e.g. by avoiding translations. Has moved forward. To be discussed under Point 16 of the Agenda.	Closed
7/9/2021 Pt. 10	Proposal to negotiate "Agreement between the European School XXX and the School's Parents Association on the roles and responsibilities in safety and security" together with Brussels APEEEs: PRESIDENT to ensure that the APEEE Services is informed and encouraged to join 4 school negotiations. To be discussed under point 16 of the Agenda.	Closed
7/9/2021 Pt. 13	Price Waterhouse Cooper Capacity Audit Final Report Members invited to read and send comments before Friday 10 September to Kathryn MÁTHÉ or Bartosz HACKBART. To be discussed under Point 9 of the Agenda.	Closed
7/9/2021 Pt. 15	Review of APEEE agenda points 13 September EEB1 Administrative Board: Keep all 7 September SAC Meeting Points (Pt. 5) and note to: Add Proposal from 4 presidents; not add Framework Agreement on Security but to respond to questions raised by other AB members in accordance with position voted; suggest BYOD be a priority within the TEAMS Policy; raise Vulnerable teacher to ask for data. All comments taken into consideration. To be discussed under Point 4 of the Agenda.	Closed
7/9/2021 AOB	Soliciting Points for Secondary CE meeting, 23 September: Board Members invited to send any points for to Marc GUITART and Monika VELIKONJA who will try to include as parent points. To be discussed under Point 5 of the Agenda.	Closed
14/10/2021 Pt. 4.b.	Administrative Meeting Reports: Board members are invited to inform their sections that the issue of combining classes in different sites was raised at the CEA.	
14/10/2021 Pt. 11	Proposed Updates to the APEEE Financial Procedure to Award Funding: The Secretariat will update the procedure and publish on the website, ensuring that it is used for the upcoming project call.	



14/10/2021 Pt. 12	Proposed APEEE Autumn Call for Project Proposals: Secretariat to initiate out project call and inform parents and other stakeholders.	
14/10/2021 Pt. 14	Solidarity funding in cases of financial hardship: The Secretariat to send around again the proposal in order to gather comments before the next meeting.	
14/10/2021 Pt. 15	Alumni Association Request for Funds: Monika VELIKONJA to give feedback to INTERPARENTS.	
14/10/2021 Pt. 16	Legal Working Group: Safety and Security Convention; APEEE Statutes (EY); CA Rules of Procedure: Nils BEHRNDT and Kathryn MATHÉ can proceed with negotiations with EY on behalf of APEEE.	
14/10/2021 Pt. 18	Snap-updates from thematic groups and solicitation of feedback: Secretariat to send out information to parents about the Science Festival.	
14/10/2021 AOB	Soliciting points for the 2 upcoming Primary CEs (Berkendael, 21 October; Uccle 26 October): Members to send points for CE agendas to Marc GUITART and Noémie BEIGBEDER.	