

Brussels, 29 April 2022

MINUTES OF APEEE BOARD MEETING 17 March 2022

ATTENDEES

Voting Board Members:

Sylvie BAREL (FR Prim), Noemie BEIGBEDER (FR Sec), Talia BOATI (VP Administration & Uccle Primary; IT Prim), Sara DAGOSTINI (IT Sec), Marek DVORSKY (Berkendael, SK), Marc GUITART (member elected by GA), Delphine HEBERT (Berkendael, FR), Karin HUNDEBØLL (DK Sec), Andreas KEIDEL (Berkendael, DE), Brigit LUGGIN (DE Sec), Julia MADL (DE Prim), Sara MARTELLI (Berkendael, IT), Kathryn MÁTHÉ (Secretary; EN Sec), Pere MOLES PALLEJA (member elected by GA), Gundars OSTROVSKIS (VP Berkendael; LV), Valentina PAPA (President; EN Prim), Sigfrido RAMIREZ PEREZ (ES Sec), Julia TYMOWSKA (PL Sec), Jan TYMOWSKI (Deputy Secretary; PL Prim), Monika VELIKONJA (VP Pedagogy & Uccle Secondary; SWALS), Alex WILSON (Bureau member; member elected by GA).

Board Members Voting by Proxy:

Viktor HAUK (Treasurer; HU Sec) proxy to Kathryn MATHE, Malene SCHATHOLM (DK Prim) proxy to Karin HUNDEBØLL.

Board Members Absent without Proxy:

Almudena FUERTES FERNANDEZ (ES Prim), Sven MATZKE (member elected by the GA), Istvan VANYOLOS (HU Prim).

Deputy Board Members (non-voting):

Ioanna ANAGNOSTOPOULOU (Berkendael, EL), Magali BARRAL (FR Sec), Santiago CALVO RAMOS (ES Prim), Bartosz HACKBART (Berkendael, FR), Nathalie KALOGERAS (FR Sec), Alba MARIÑO ENRIQUEZ (Berkendael, ES), Stefan PAGEL (Berkendael, FR), Emese SAVOIA-KELETI (HU Sec), Thomas SPOORMANS (FR Sec).

Other Participants:

Justyne BALASINSKA (Berkendael, CE Dep FR), Endika BENGOETXEA (CE FR Prim), Samantha CHAITKIN (CE Dep IT Prim), Fiona KERNAN (CE EN Prim), Magdalena KUPCZYK (CE Dep PL Prim), Dominik SOBCZAK (CE PL Sec), Emilie TOURNIER (Berkendael, CE FR).

APEEE Secretariat:

Samia MABROUK

Board members can find all supporting documents in the shared folders on One Drive
(2022-03-17 APEEE Board Meeting/Supporting Documents)



1. Opening of the meeting

President Valentina PAPA started the meeting and welcomed all the participants. She introduced the newly-appointed Board Member, German section representative for secondary, Brigit LUGGIN replacing Eva HEIDER, and welcomed her to the Board.

2. Adoption of the agenda

Two points were added to the agenda in the AOB section:

- Replacement of L2 EN Berkendael teachers for the next school year by seconded teachers from non-English speaking countries.
- Change of rules for the registration to the OIB Garderie in Berkendael.

The agenda, with the modifications mentioned, was adopted by consensus.

3. Approval of the minutes of 8 February 2022 and follow-up of action points

The minutes of 8 February 2022 were approved by consensus. Action points from previous meetings were then reviewed as follows:

| REVIEW OF ACTION POINTS Board Meeting 17 March 2022 | | |
|--|---|---------|
| Point on Agenda | Action Point | Status |
| 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. Discussions are still ongoing on some points. | Ongoing |
| 18/11/2021 Pt. 12 | Confirmation of CE Representatives 2021-2022: Secretariat to facilitate the selection of three remaining CE representatives and to run the list for written procedure to the Board. MAT CE Rep and team and FR Prim CE Rep selected and presented for ratification later under Agenda point 11. PL Prim CE Rep not yet selected. Awaiting PL CE Rep to be proposed by PL section. No change. | Ongoing |
| 13/01/2022 Pt. 8 | Review, replacement and approval of APEEE delegates to official bodies and school Working Groups; information on the selection of the new Financial Advisor: The Secretariat will update the names of delegates on the relevant web pages. The Secretariat or Bureau will write to school management and secretaries to announce new delegates to Working Groups and bodies. Board Members should send the secretariat and coordinators the names of any volunteers for the positions that are | Closed |



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| | still vacant. The Secretariat updated the website and sent names of delegates to the school management. Some positions are still vacant. The President decided to close this point since it was open for three month and nobody volunteered. | |
| 13/01/2022 Pt. 14 | Review and solicitation of points for introductory meeting between new APEEE Bureau and APEEE Services Bureau: President to organise meeting with APEEE Services Bureau and bring forward the points presented during the Board meeting. APEEE awaits election of new APEEE Services Presidency/Bureau before calling a meeting. In addition, parents should be invited to attend the Services General Assembly on Thursday, 10 February. The President of the APEEE will meet the new President of the APEEE Services Rafael PAPI-BORDERIA. | Ongoing |
| 08/02/2022 Pt. 4 | Administrative Meetings and Reports: APEEE Presidency to send written feedback on the Annual Activity Report (AAR) to the School Management. The President sent feedback on the AAR to the Administrative Board on 14 February. The feedback was not taken up and the response from the school management was not satisfactory. Therefore the President and VP Administration & Primary abstained on the vote to approve the AAR via written procedure on 17 February. Done. | Closed |
| 08/02/2022 Pt. 5 | Pedagogical Meeting Reports: Vice President of Secondary to put Flash Report on 7 February Secondary Education Council on OneDrive and share with sections. Done and available in the documents for this meeting. | Closed |
| 08/02/2022 Pt. 9 | Proposed APEEE position paper on COVID prevention measures: The Secretariat will publish the modified proposal on the APEEE's COVID webpage. Done and now available on the public site. | Closed |
| 08/02/2022 Pt. 11 | Review and solicitation of agenda points for Safety & Hygiene Committee scheduled for 15 February: Board Members are asked to contact APEEE delegates to the Safety & Hygiene Committee (Julia MADL, Santiago CALVO-RAMOS and Marek DVORSKY) with any suggestions, to complement points to be prepared by the Bureau. Report at point 6. | Closed |
| 08/02/2022 Pt. 12 | Results on the feedback given by Board Members on best practices for internal communication among sections: Those representatives who have not done so yet were asked to fill in the survey so that a discussion on its outcomes could be held in March. Report at point 13. | Closed |
| 08/02/2022 Pt. 13 | Review and solicitation of parents' points for the Primary Uccle CE of 15 March 2022: Board Members are asked to contact Talia BOATI with any suggestions for the Primary CE Agenda. Report at point 7. | Closed |



POINTS FOR INFORMATION

4. Secretariat Update: staff situation; card payment possibilities

The President announced that Selena GRAY, on sick leave since November 2021, is temporarily replaced by Samia MABROUK. Then she informed the Board about ongoing discussions with the APEEE Services to better prevent parents from accessing the services without paying the APEEE fee as required. The use of bank/credit card payment may be trialled in the coming months to ease fee payment and avoid these problems.

5. Solidarity Actions related to the War in Ukraine

The President reported that the school management and the Student Committee initiated several actions, such as a collection of items; the APEEE was also invited to be involved. In a meeting with secondary management on 9 March, the President also assured the school of parents' strong support for Ukraine and Ukrainian refugees.

Kathryn MÁTHÉ and Bartosz HACKBART, APEEE delegates to the Central Enrolment Authority, reported that the European Schools are working on possibilities to enrol Ukrainian children in the system under a mobility framework rather than the usual enrolment procedure and that this proposal will be considered and adopted by written procedure by the Board of Governors by 18 March. Pere MOLES PALLEJA, President of INTERPARENTS, added that for practical arrangements, such as the use of canteen and transport, the APEEE Services is expected to participate on its side. Extra-curricular activities could be provided for Ukrainian pupils and preliminary discussions were held in the APEEE Services to implement their solidarity fund. Other members mentioned several initiatives in support of Ukrainian children and asked Board Members to spread the information and support. The President welcomed the initiatives and thanked Board members for their involvement and commitment on this very important issue.

6. Administrative Meeting and Reports: 15 February - Safety & Hygiene Committee

Santiago CALVO RAMOS and Marek DVORSKY, APEEE Delegates to the Safety & Hygiene Committee, reported on the meeting that took place on 15 February. During the meeting the school provided an update on the infrastructure projects for the Uccle and Berkendael sites, on issues related to safety and on COVID-19 measures.

The President asked if the Access Policy was mentioned during the meeting as the APEEE has requested in several occasions to be consulted before its implementation. A member asked about the status of the in situ parents-teacher meetings now that COVID measures have been removed. The issue has been addressed within the CE Secondary, and it has been requested by parents that meetings take place both in situ and online.

Full report available on OneDrive.

ACTION: The President to follow up with school management to ensure that the APEEE is consulted before the implementation of the Access Policy.

7. Pedagogical Meeting Reports: 15 March - Uccle Primary CE; 9 March - Secondary CE follow-up meeting with school Management

VP Administration & Primary Talia BOATI and APEEE delegate to the Uccle Primary CE Marc GUITART, reported on the Uccle Primary CE on 15 March. The school informed about a joint art programme that took place on 4 March to support Ukraine where pupils were invited to share art work



showing solidarity, hope and peace. Then regarding the successful online Conférence APEEE sur la Gestion Mentale on 14 March, the school expressed interest in sharing it with teachers as well. The Uccle ICT coordinator for primary and nursery confirmed that the inclusion of robotics teaching is being seriously considered for incorporation into the European Hours programme aiming to make robotics accessible to as many sections as possible. Novitech, the equipment supplier, will send a trainer to co-teach this year, then next year teachers will take over the course. The APEEE may provide funding for this project through its funding call. Cyberheros training for teacher and pupils has been completed. Concerning tablets, both schools will be providing them and hope to start using them in the course of this year. The school management relaunched school trips for primary with a rapid COVID-test recommended before travelling, especially in case of symptoms.

Regarding the proficiency in L2 at the end of P5, it was pointed out that the required proficiency is not the same according to age.

Some Board Members expressed concerns about the fact that school trips would not be organized for P2 and P3 in Berkendael. They informed that they had written to Berkendael Deputy Director Tom CLAES without receiving an answer. Other members reminded that there is a PedGroup group for school trips, and that it is important that Board representatives from both campuses are in contact with the coordinator of the working group, István VANYOLOS. Members of the working group informed the Board that there have been several meetings with the school management and that, when asked about the school trips, the school management provided no news. The President noted that there should be a common approach to school trips by the school for both primary sites. She said that she will raise the issue with the school management and asked members to coordinate with the PedGroup's Primary Trips group and the Bureau before contacting the school. A member noted that the Deputy Directors in Uccle and Berkendael should collaborate more as the unclear decision about trips is not the first issue experienced.

Supporting documents available on OneDrive.

VP Pedagogy & Secondary Monika VELIKONJA and President Valentina PAPA attended a meeting with Director Brian GOGGINS and Deputy Director for Secondary Susanne KÜNSTER on 9 March, where they discussed several points left from the February Secondary CE.

The Director said that the mandate of the Projects & Trips Working Group as proposed by the APEEE was too detailed. He agreed to give feedback in writing.

Work Experience for S5: the school management said that it should take place in June 2022 and that it is not mandatory. Monika VELIKONJA checked that information on the school's website where it was clearly mentioned that work experience is compulsory. The APEEE is now waiting for clarification from the school as she also asked to provide an alternative for students who would not participate in work experience.

Options Maths 4 and Maths 6: the issue will be discussed in the Secondary CE in May, where there will be a need for a common approach on the choice between Maths 4 or Maths 6. It is an important clarification because this choice, made at the beginning of high school, has an impact on students results and the university programmes the students will apply for in the future.

Learning materials and use of text books: the Director spoke about the reference books and said that the revision process started already.

Regarding teachers' absences: the Director said that he wouldn't share the general statistics on teacher absences in order to protect data, but agreed to share other data related to teacher absences.



Pedagogical continuity for quarantined and asymptomatic children: there is no openness from the school on this issue; the Director doesn't want any requirement or obligation for teachers.

Supporting documents available on OneDrive.

ACTION: The President to contact school management to ensure that both primary sites share a common approach to school trips. VP Monika VELIKONJA to follow up with school management to clarify the status of work experience.

8. Legal Working Group: update on statutes

Legal Working Group members Sigfrido RAMÍREZ PÉREZ and Pere MOLES PALLEJA reported on the latest meetings with Ernst&Young (E&Y) on the reform of the APEEE statutes. The law firm has strong experience with other Brussels APEEEs that has proved beneficial in discussions. The proposal of revision of the statutes will be presented to APEEE Board in due time.

It was also mentioned that that E&Y suggested Board members should give proxies only to other voting Members when they cannot attend the board meetings. The President recommended instating this for future meetings in order to avoid legal problems, and advised members to give the proxy to a full-member instead of a deputy, when needed.

Some members suggested that the Legal Working Group look into the APEEE Internal Rules of Procedures statement that the APEEE shall take decisions with the aim to represent the majority of parents, in order to determine how it should be interpreted.

ACTION: Legal Working group to look into the interpretation of the APEEE Internal Rules of Procedure aiming at representing the majority of parents.

9. INTERPARENTS (IP): debrief on February Joint Teaching Committee & March Budget Committee, preparation for April Board of Governors, update on IT Pede Working Group

IP delegate and IP President Pere MOLES PALLEJA informed the Board that INTERPARENTS has decided to enlist outside help to assist with communication. The plan is to release more formal written updates in future

IP delegate Kathryn MÁTHÉ reviewed the agenda from the March meeting of the Budget Committee. Among other things she noted the system-level multi-annual business plan which sets strategic priorities across the schools for the coming years; the new administrative posts requested and accepted, including psychologists; the seconded teachers' posts to be filled for 2022-2023; cost sharing and the replacement of locally recruited teachers (LRT)--the last relates to a point raised by Berkendael representatives that will be discussed later.

Tendering procedure – projects and trips: IP delegate Monika VELIKONJA reported that the Central Office is preparing a framework contract for all European Schools where all excursions will be organised by particular agencies. For Belgium, one company will cover all Brussels' schools and Mol. The requirements are meticulously drafted for each trip (sea classes, snow classes, etc.) with the aim of determining whether the company selected to obtain the tender will be able to meet all the schools' needs – even with subcontractors – if they organise their trips at the same time. She would welcome any advice from Board Members with experience on tenders.

Supporting documents available on OneDrive.



ACTION: Board members with experience on tenders to get in touch with Monika VELIKONJA about Central Office framework contract on European Schools excursions

10. Flash Updates on WG activities: PedGroup, Community Building, Communication

Monika VELIKONJA, VP and Coordinator of the PedGroup, reported on their activities with a focus on the Language group. The group proposed a meeting with the EN Secondary L2 coordinator, but the school management does not want the APEEE to meet directly with the language coordinators, as some issues are too sensitive. The group promoted and closely followed the European Commission's Juvenes Translatores contest; one of the students from the EEBl Spanish section was awarded a special mention.

Samantha CHAITKIN Coordinator of the Community Building Working Group reported on the three meetings held with the Student Committee (CdE), which were intended to pass on experience and advice to the latter, sharing fundraising strategies and tips, and also to support the CdE in their push to establish school clubs.

Kathryn MÁTHÉ Coordinator of the Communication Group reported on the upcoming English based APEEE Spring edition of News Flash. Jan TYMOWSKI has volunteered to be the new Editor in Chief and Malene SCHAT-EPPERS will be the APEEE liaison with the primary and reporter.

Supporting documents available on OneDrive.

POINTS FOR DECISION

11. Proposed APEEE Spring Call 2022 for Project Proposals

The President informed the Board that funds to finance projects for the next call were limited, *inter alia* due to the cancellation of the school *fête*. The Bureau proposed therefore a reduced funding for the Spring 2022 Call: up to 5000 EUR (rather than 7000 EUR as previously). The proposal was presented during the meeting and approved by consensus.

ACTION: The Secretariat to launch the Spring 2022 Project Call on Friday 18 March.

12. Proposal to extend already accepted projects

Secretary Kathryn MATHE informed that Board that projects could not be implemented due to COVID-restrictions. Several projects which were not possible to complete this year are proposed for extension and others for cancellation after discussion with project coordinators. The proposal to cancel two projects and extend three until December 2022 and one until June 2023 was adopted by consensus. The four extended projects should be launched by June 2022 at the latest.

ACTION: The Secretariat to notify all affected project coordinators about extensions and cancellations.

POINTS FOR DISCUSSION

13. Discussion on the results on the feedback given by Board Members on best practices for internal communication among sections

VP Monika VELIKONJA presented the results of the APEEE survey on internal communication within sections. Some members stressed that while there is room for improvement in communication, there must be flexibility for sections to communicate in their own way in order to avoid communication



overload, to focus on informing parent representatives about what is going on in their own section, and to strike the right balance of information to be passed on. Many members appreciated the information provided by the survey and indicated that it is also necessary to engage less vocal parents in the discussions. Other members mentioned the need for more cooperation between the two sites (Uccle and Berkendael). The President expressed support for establishing guidelines that would not be restrictive, outlining good practices to be shared between sections.

The full results of the survey are available on OneDrive.

ACTION: The Bureau to elaborate guidelines for internal communication within sections.

14. Steering Committee Brussels Schools Workshop on the future of the Brussels' schools (29 March)

The President described the background of the workshop organised on 29 March by the Secretary General for the members of the Enlarged Steering Committee about the future of Brussels' schools. The aim of the workshop is to discuss future possibilities with stakeholders and it is intended as a brainstorming session, without decisions to be taken. The President recalled that the APEEE has created a Task Force on this matter and said she will coordinate with its members to help prepare for the Workshop.

Pere MOLES PALLEJA, coordinator of the Task Force, explained that the Task Force does not have a mandate to take decisions and that if the APEEE was asked to take a position on a concrete proposal, that decision should be taken by the Board. The President confirmed that there was not a concrete proposal at the moment and that she will keep the Board informed of any further development. The President encouraged Uccle representatives to join the Task Force so that both sites can be properly represented. She asked board members to send proposals of red lines in preparation for the workshop. She also mentioned that she was coordinating with the other APEEE Presidents on the matter.

Some parents expressed concerns about the Workshop and possible important decisions to be taken without being properly consulted. The President reassured the Board that she would attend the meeting and that she will not take part in any decisions, but gather all the necessary information and report back to the APEEE Board. It was suggested that a Berkendael representative would also attend the workshop and the President said that she will forward the request to the Secretary general to also invite Gundars OSTROVSKIS as Vice-President for Berkendael to attend the workshop.

ACTION: The Bureau to gather red lines from Board Members from both sites, in cooperation with the Task Force. The President to request that VP Berkendael is also invited to the workshop.

15. Review and solicitation of APEEE agenda points to the Berkendael CE on 5 April

The President asked Board members to send any proposals for agenda points for the Berkendael CE on 15 March to Alex WILSON, APEEE delegate to the Berkendael CE.

ACTION: Board members to send suggested agenda points for the upcoming Berkendael CE to Alex Wilson.

AOB

Replacement of L2 EN Berkendael teachers for the next school year by seconded teachers from non-English speaking countries



Several members intervened on the issue of the replacement of the whole L2 EN team at Berkendael with seconded teachers from non-English countries. Parents have expressed concern that the new teachers may not be native English speakers and also want to ensure pedagogical continuity for their children and job security for locally recruited teachers (LRT).

VP Monika VELIKONJA recalled that this issue is not new, that it has been raised by the APEEE in several instances and at different levels in the system. She mentioned the resolution on LRTs adopted by all three CEs of the EEBI last December. This was forwarded to the Secretary General and is expected to be taken into consideration at the Board of Governors meeting in April. Secretary and former President Kathryn MATHE confirmed that she had in the past dealt with this issue, and the President confirmed that it was included in the parents' points of the most recent Administrative Board in January 2022.

VP Berkendael Gundars OSTROVSKIS suggested that he and the President co-sign a letter to support current L2 EN teachers in Berkendael. This was agreed, and the President suggested that the Bureau work on a draft.

ACTION: The Bureau to prepare a letter to be co-signed by President Valentina PAPA and VP Berkendael Gundars OSTROVSKIS to the Secretary General Andreas BECKMANN and EEBI Director Brian GOGGINS on the situation of L2 locally recruited teachers in Berkendael.

Change of rules for the registration to the OIB Garderie in Berkendael

Sigfrido RAMÍREZ PÉREZ expressed concern by the recent decision of the OIB Garderie to deny Uccle children who don't have siblings in Berkendael access to the Berkendael garderie. A member explained that Uccle pupils who have siblings in Berkendael will still be able to register to the garderie in Berkendael. It was noted that pupils attending the Berkendael garderie are quite numerous and the number increases every year as the school grows. Space is becoming a problem. It is likely that the decision to restrict Uccle pupils to the Uccle site was taken for reasons of infrastructure, i.e. lack of capacity.

After a short discussion, the President noted that it is important for the APEEE to keep a balanced approach in this kind of situations, as parents of both sites seem to have different interests. She suggested that the parents involved write to the OIB as a first step, in order to ask for a clarification on the reasons of the change of rules in the OIB garderies with a view to resolve the situation. She asked them to keep her informed of the possible replies by the OIB and that she will bring the issue to the Bureau and look at how to proceed forward, if needed.

ACTION: Parents involved should write directly to the OIB to express concerns about the situation of registration of Uccle pupils in the OIB garderie. If the answer is not satisfactory, the Bureau will discuss with parents concerned and follow up as necessary.

WRITTEN POINTS FOR INFORMATION

A document listing the Secretariat's activity in administration, finance and communication was made available to Board members on OneDrive.

The next meeting is scheduled for the 28 April.