

Brussels, 19 December 2022

## Minutes of APEEE Board Meeting 15 November 2022

### ATTENDEES 40

**Voting Board Members:** Noemie BEIGBEDER (FR Sec), Talia BOATI (VP Administration & Uccle Primary; IT Prim), Marc GUITART (member elected by GA), Viktor HAUK (Treasurer; HU Sec), Delphine HEBERT (Berkendael, FR), Andreas KEIDEL (Berkendael, DE), Brigitte LUGGIN (DE Sec), Sara MARTELLI (Berkendael, IT), Kathryn MÁTHÉ (Secretary; EN Sec), Pere MOLES PALLEJA (member elected by GA), Malene SCHAT-EPPERS (DK Prim), Gundars OSTROVSKIS (VP Berkendael, LV), Valentina PAPA (President; EN Prim), Jan TYMOWSKI (Deputy Secretary; PL Prim), Julia TYMOWSKA (PL Sec), Monika VELIKONJA (VP Pedagogy & Uccle Secondary; SWALS), Alex WILSON (Bureau member; member elected by GA)

### Board Members Voting by Proxy:

Almudena FUERTES FERNANDEZ (ES Prim) proxy to Pere MOLES PALLEJA, Sigfrido RAMIREZ PEREZ (ES Sec) proxy to Maria.DE YTURRIAGA-SALDANHA

**Deputy Board Members (non-voting):** Ioanna POPESCU (FR Prim), Agnes BOROS (HU Prim Dep), Claus BUCHHOLZ (DE Prim), Santiago CALVO RAMOS (ES Prim), Nathalie KALOGERAS (FR Sec), Bartosz HACKBART (Berkendael, FR), Alba MARINO ENRIQUEZ (Berkendael, ES), Lucia MARTINEZ (FR Sec Dep), Emese SAVOIA-KELETI (HU Sec dep), Thomas SPOORMANS (FR Sec), Maria DE YTURRIAGA-SALDANHA (ES Sec)

**Other Participants:** Magali BARRAL (CE FR Prim), Samantha CHAITKIN (CE IT Prim), Dimitris YOKARIS (Berkendael EL Section rep),

**Newly elected CA and CE Representatives invited as Observers:** Blanca BALLESTER MARTINEZ (CA ES Prim), Mathilde DESFEUILLET (CA FR Prim), Claire GAUDIN (CE FR Sec Dep), Carlos GONZÁLEZ-FINAT (CE ES Prim Dep), Maria GERHARDT (CA DE), Paolo PASIMENI (CE IT Berkendael), Sandrine PIERLOZ (CA FR Prim Dep), Jan STEJSKAL (CE LV Berkendael Dep)

**APEEE Secretariat:** Selena GRAY

### 1. Opening of the meeting and adoption of the agenda

APEEE President Valentina PAPA welcomed all participants, including the newly elected CA and CE Representatives invited as Observers until their first official Board meeting 15 December. Elected CEs are to be confirmed by the Board during the meeting and CAs by the General Assembly on 1 December. The agenda as proposed was adopted by consensus.

### 2. Approval of the minutes 6 October and follow-up of action points

The minutes from the previous APEEE Board meeting were adopted by consensus. Action points were reviewed.



**ACTION POINTS**  
**APEEE Board Meeting 6 October 2022**

Point on Agenda	Action Point	Status
19/11/21 Pt. 13	<b>Handover of class rep info to services/ Medium term:</b> The Bureau, Legal Working Group and Secretariat working on updating the APEEE Data Sharing Agreement, Representative Charter & Vademecum: 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 finalizing GDPR Streams. Discussions are still going on regarding some points. <a href="#">No progress on this point.</a>	<b>ongoing</b>
17/03/2022 Pt.6  &  15/11/2022 Pt 14	<b>Administrative Meeting and Reports - 15 February, Safety &amp; Hygiene Committee:</b> The President to follow up with school management to ensure that the APEEE is consulted before the implementation of the Access Policy. The President is continuing to follow up on different aspects and to ensure APEEE is consulted. This is an ongoing issue with school management that the President has brought up in different meetings. During the last Administrative Board on 29 September, the SG said that the access policy framework adopted at system level cannot be shared with stakeholders and proposed that an extra-ordinary restricted S&H committee is held on the access policy framework, so that stakeholders can see it. <a href="#">Next S&amp;H meeting will be held 22 November, as the meeting ran late members were asked to submit agenda points in writing to the committee.</a>	<b>ongoing</b>
17/03/2022 Pt.13  &  6/10/2022 Pt. 10	<b>Discussion on the results on the feedback given by Board Members on best practices for internal communication among sections:</b> The bureau elaborated draft guidelines for internal communication within sections and submitted for consultation by the Board in October, for a final draft in time for November section elections. The proposed guidelines for internal communication within language sections are adopted by majority vote in the Board meeting of 6/10/22, point 10. APEEE Secretariat to follow up on adopted guidelines and publish on website. <a href="#">Done.</a>	<b>Closed</b>
28/04/2022 Pt.9	<b>Proposal to establish a Task Force for APEEE Fund Raising in view of future project calls:</b> Malene SCHAT-EPPERS to lead Task Force in brainstorming and present findings and proposals to the Board in June. The proposal by the task force on fund raising will be presented at the	



	Board meeting in September. The Task Force needs more time to meet and the draft will be presented at the Board meeting in October. The point was supposed to be discussed during the 6 October Board meeting but Malene SCHATT-EPPERS was unable to attend. This is postponed further.	ongoing
28/04/2022 Pt.10	<b>Proposal to introduce credit/bank card payment for the APEEE fee with technical integration in Services database:</b> APEEE President and Treasurer to follow up on the development with the APEEE Services and their developer NSI. The proposal was discussed in June and is still being followed up. APEEE hopes that it can be implemented in time for next year's rentrée. No progress on this point	ongoing
28/04/2022 Pt.13	<b>Presentation of the result of the Survey by the APEEE Gifted Children Network:</b> The president to follow up with the school to facilitate a meeting and get answers from the school regarding gifted children. A meeting is scheduled for September. Date to be confirmed when feedback received from the school. The meeting has not been scheduled yet, with the new Director. The President will relaunch with school management.	ongoing
23/06/2022 Pt 8 & 08/09/2022 Pt. 7	<b>Legal Working Group - update on APEEE Statutes</b> Legal Working Group and President to circulate draft Statutes to the Board once finalised. To be on the agenda for discussion hopefully at the December Board meeting and for vote during an extraordinary meeting of the General Assembly in the spring. <a href="#">Statutes were sent out to the board in view of the upcoming discussion during Board Meeting of 15 December.</a>	ongoing
23/06/2022 Pt.15 & 08/09/2022 Pt. 10	<b>Decision by the school to open the Opstal gate (and closing of Vert Chasseur gate for pedestrians and bicycles) as well as the "kiss and drive" in Berkendal:</b> President to send a letter to the EEEB1 Director, David TRAN to express parents' concerns about the decision to close the Vert Chasseur entrance to pedestrians and bicycles and to open the Opstal Gate instead. The letter was sent and the reply uploaded to OneDrive. Discussed under pt.10 as well as next steps. President Valentina PAPA to follow up with bureau and prepare second letter in response to school reply.	ongoing
23/06/2022 Pt.17 & 8/09/2022 Pt 5	<b>Soliciting volunteers for September Welcome Events:</b> APEEE Secretariat to send information by email about the upcoming welcome events for new parents. This was done and the President thanked those who replied. She asked members to please register as volunteers to help present APEEE in the upcoming September and October meetings. Kathryn MATHE added that volunteers are also solicited to help with the distribution of hoodies during class	



& 6/10/2022 Pt. 6	meetings on 20 and 22 September as these will be held at the same time at the 2 different sites. Volunteers from Berkendael were especially solicited. APEEE Secretariat to resend sign up by email. It was done and some volunteers signed up for the September welcome meetings and the President thanked them. She called on more people to volunteer for the meetings in October, again solicited during the Secretariat update. <a href="#">Class meetings were held in November. No more volunteers came forward.</a>	Closed
08/09/2022 Pt.9  &  6/10/2022 Pt 4a & Pt 11  & 15/11/2022 Pt 12	<b>Discussion (and possibly decision) on the Future Linguistic Structure of the European Schools in Brussels, as follow up of the Enlarged Steering Committee Brussels held on 30 June and in preparation of the next one on 15 September.</b> <b>Future Linguistic Structure of the European Schools in Brussels:</b> President Valentina PAPA will report in writing after the Enlarged Steering Committee Brussels meeting 15 September. VP Primary and administration, Talia Boati, participated to the SCB on 15 September and reported to the Board in writing (document available on One Drive). This point should be merged with the ongoing discussion on the next Enlarged Steering Committee Brussels (10 October) that will be discussed at this board meeting in point 11. <a href="#">For discussion Pt 12 of the agenda</a>	ongoing
08/09/2022 Pt.12	<b>Update on the security agreement between the European Schools and the APEEEs</b> The President to update the board after the meeting on the security agreement. The meeting took place on 3 October and Rafael PAPI (President APEEE Services) participated representing EEBl. The President explained that there is concern over the advancement of the negotiations on the template security agreement form on one side, and in parallel the proposal by the OSG to revise the general rules, in order to distribute responsibility between the Directors and the APEEEs on safety and security. IP are now working on this as well, but this proposal to change the rules came as a surprise as stakeholders were not consulted. To be continued.	ongoing
6/10/2022 Pt. 3 & 15/11/2022 Pt.2.	<b>Follow up of Action Points arising from 8/9/2022 Board meeting:</b> update in writing and circulate to members. <a href="#">The Action Point not reviewed during the 6 October meeting were reviewed in writing and included in the Minutes of the 6 October Board Meeting, adopted by consensus in Pt. 2 of this meeting.</a>	Closed
6/10/2022 Pt. 6	<b>Secretariat Update:</b> Pere MOLES PALLEJA to provide sentence about legal obligation to pay APEEE membership, to be added to the email reminder to parents who have not paid. <a href="#">APEEE Secretariat to request this for the mailing which has been prepared.</a>	ongoing



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	<b>General Assembly:</b> APEEE secretariat to check if technical possibilities of the school would allow for hybrid mode or at least a broadcast; President Valentina PAPA to confirm final decision for hosting of the meeting. <a href="#">This was checked and as it is not possible final decision was taken for this meeting to be in situ.</a>	
6/10/2022 Pt. 15	<b>Change of Policy by the APEEE Services on extra-curricular activities:</b> President Valentina PAPA to follow up on change of policy and communicate with APEEE Services.	

### POINTS FOR INFORMATION

President Valentina PAPA proposed that as Points of information take too long but are important, these presentations will be kept short. Reports and documents are uploaded in advance so that specific queries can be raised if necessary.

#### 3. Administrative Meeting Reports

##### a. 10 October Steering Committee Brussels and 27 October extraordinary Board of Governors on the Future of Brussels schools

As this is linked to the discussion on the Future of Brussels schools, it will be covered in Pt. 12.

##### b. 10 November Central Enrolment Authority to produce Guidelines for Enrolment Policy 2023-2024

As this is linked to the discussion on the Future Linguistic Structure of the European Schools in Brussels, this will be covered in Pt.12. *An APEEE Informal Report on the CEA Meeting 10 November and CEA Working document were uploaded on OneDrive.*

##### c. 14 November SAC extraordinary meeting on Pedagogical Annual and Multiannual Plan

President Valentina PAPA reported on the general outcomes of the meeting on the plans proposed by school. The annual plan was not adopted in the September school Admin Board as it did not have enough information and was not backed by documents such as the Risk Register, and there was no multiannual plan. It was therefore proposed it be adopted by WP after discussion at an extraordinary SAC which took place on 14 November. APEEE argued in the meeting that this first draft of the annual plan was lacking a state of play on last year's priorities and that it was more important to produce a strong plan than a rushed one due to administrative constraints, therefore proposed to adopt it formally, together with the Multiannual Plan, in the January Admin Board meeting. She reported they could comment on most details (except the Risk Register). The next school inspection is planned for 2024 instead of 2023; School management informed they increased the harmonization of exams in S5 in terms of competence and marking, launched harmonized forward planning requested also at system level (where every teacher has to complete a form provided by subject teacher coordinator, to facilitate harmonization in the future); CdE asked about differentiation and if the school could be open to reconsidering previous approaches, for example L2 bilingual vs enrichment classes, parents supported as well as teachers. APEEE explained that parents were given a report on bilingual classes but never a comparison study with enrichment classes. This was supposed to be a pilot project which was then just implemented without proper evaluation.



System Level Priorities in the plan were discussed:

- The 8 key competences in the pedagogical planning (harmonization and forward planning): APEEE stated that it needs more details in time frame and documents.
- PISA for school: APEEE asked for better indicators and timeline as these were missing and proposed to have same approach as in the multi annual plan (short- and long-term actions).
- Educational support: APEEE intervened with the request from the Educational Support WG, in particular the request for targeted screening of qualifications of educational support teachers and identification of training needs. It was confirmed by the Deputy Director of Primary that they had specific training on learning support. APEEE remarked that it is important for these actions taken by the school to be communicated and put in the annual plan.
- Ukrainian Students: major issue identified is lack of French skills; peers are happy to help with languages.

On School specific objectives there were discussions on:

- sustainability, whereby Director Tran proposed to have a mainstreaming of sustainability in the current plan, without having a specific school priority on sustainability. Stakeholders proposed to include it in the introduction to the Multiannual Plan and to reevaluate the situation before the adoption of next Annual Plan.
- the harmonization of pedagogical practices and programs between primary at both sites, with a general consensus on the importance of also focusing on harmonization across sections in this program and on best practices of each site.
- Well-Being, APEEE welcomed a specific school priority on well-being, noting nevertheless that some of the activities listed are not to be considered well-being, but more social events which have been organized for years (S1-S3 Disco, talent shows) that should therefore be differentiated from well-being activities

On the multiannual plan, APEEE managed to address important issues to lay out in the plan as they came up during other discussions: to include the concept of sustainability in the Multiannual Plan as a cross cutting policy, to be reevaluated for next year Annual program to give priority to the cooperation with stakeholders and to include details on governance; to include in the Annual Plan a review of what the school has achieved in respect to the previous annual plan, including with concrete examples. It was agreed that the APEEE could send written comments on the risk register and receive an updated document together with the multiannual plan, to be adopted at the next Admin Board in January 2023.

#### 4. Pedagogical Meeting Reports

##### a. 11 October Berkendael Primary CE

Berkendael Board member Alex WILSON referred to the *APEEE Berkendael Primary CE Informal report* uploaded on One Drive. Minutes from School Management will be sent once received. The big discussion was on the canteen, the educational plan parents agreed to in 2016 and the new contract and extra cost. APEEE was unhappy about retroactive payments requested even if there were no objections from parents. Other points were: concerns about L2 teachers (native speakers or C2 level) noting a more stable team of L2 FR and EN; some progress on P1 swim classes, some interesting class projects, P4 ski trip and vandalism. School management preferred for more CE council meetings in situ, but APEEE is concerned about the timing

**Action:** Alex WILSON to circulate the Minutes once written up by school management. μ





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### **b. 13 October Uccle Secondary**

President Valentina PAPA took Board members through the main points of the *APEEE Secondary CE flash report* submitted by VP Pedagogy and Uccle Secondary Monika VELIKONJA and uploaded on OneDrive: Project week and trips, highlighting the weeks foreseen in October, February and March; Work experience, to be discussed more in depth in Pt. 11; Class meetings at the rentrée, some of which were considered too early during the day and restrictive whereby only one parent could attend, and individual parent/teacher meetings in November; Results of the analysis carried out on the choice of Math4 and Math6 in the different sections in S4; Mobile phone policy which parents insist should be respected now that they are now adopted.

### **c. 20 October Uccle Primary**

President Valentina PAPA took Board members through the *APEEE Primary CE Informal Report* submitted by VP Administration & Uccle Primary Talia BOATI and uploaded on OneDrive. Main points reported on by the school were trips with power point presentations; the ENCANTO opera, Robotics (with APEEE funding training of 4 teachers, 2 in each site) and ICT; on promoting good behavior with nomination of 3 supervisors and space; kickoff of KIVA; and the Uccle Newspaper. Parent points raised were the discipline problems and the concern about the increase of episodes of violence; school trips; swimming classes and readaptation of timetable; energy saving; L2 enrichment classes: the choir; European hours; Points verts for lost children; Option for teacher-parents meeting online and the school fête.

## **5. Updates:**

### **a. Secretariat**

President Valentina PAPA informed the Board that elections for Section Representatives had been organised on the 8 November (Uccle) and 9 November (Berkendael). Election of CE representatives will be confirmed in Pt.6 and CA at the General Assembly. She thanked members who had sent their input for the Annual Activity Report for the General Assembly and reminded others this needs to be finalised by end of the week. Xmas drinks are foreseen at the next Board which will be in situ on 15 December.

### **b. Working Groups**

#### Pedagogical Working Group

President Valentina PAPA referred members to the *Ped Group Flash Report* uploaded on One Drive, reporting on the Pedagogical subgroups - Language Issues, highlighting that EEB1 was selected to participate in the European Commission translation competition Juvenes Translatores 2022; STEM, reminding all that the deadline to apply for the EEBI Science Festival is this week; Trips and Project Weeks, thanking all parents who actively helped MUNUccle 2022; and bench marking.

#### Community Building Working Group

President Valentina PAPA reported that the second order for hoodies had now been received and will be prepared for distribution. Profits will be clearer once cross checked with CdE accounts and after the donation for Ukraine. She met with CDE on 12 November who confirmed their willingness to work with APEEE on a Fête and reported that they are working towards updates on mobile phone policy, investing in school club activities and plan to meet with APEEE Treasurer to discuss financial and administrative matters linked to their account. CDE are also pushing hard to revive the S1-S3 Disco.



### c. INTERPARENTS:

Secretary Kathryn MATHE encouraged members to read the *APEEE Interparents Flash report* and supporting documents uploaded onto OneDrive. The Flash Report outlines several key topics raised at the 13-14 October Joint Teaching Committee meeting (between inspectors and stakeholders) and the 8-9 November Budgetary Committee. Pere MOLES PALLEJA added that Interparents proposed to create a task force to discuss the cancellation of classes during Bac orals on which the President of the Committee gave a positive opinion. The proposal on the taskforce will be presented at the BOG meeting of 6-8 December.

## POINTS FOR DECISION

### 6. Confirmation of CE Representatives

The newly elected CE Representatives were asked to leave the meeting during the confirmation vote. It was noted that elected ES CE representatives for Berkendael are Alejandro JIMENEZ and Cristina Fernandez Ramos (Deputy) and that the first list of CA names refer to maternelle deputies, where each section has a representative. All CE Representatives were confirmed by consensus.

**Action:** Secretariat to add ES CE Berkendael Reps and 'Maternelle' to Secretariat lists

### 7. Draft agenda of the upcoming General Assembly

President Valentina PAPA presented the Draft Agenda for the General Assembly. Pt 1 would cover the success and challenges this year for APEEE. The French section proposed to include a mention on the work on the revision of Statutes but clarified that it could be in the presentation by the President not a specific point in the agenda. The draft agenda will be sent out together with a link to parents for questions they wish to address to the Director. The General Assembly will be in situ, with yellow cards distributed for voting. A scrutiny board was suggested for voting, and it was agreed that it is important to prepare for a voting procedure and select a President of ballot to count votes. Candidates up for election will be circulated in advance. The agenda is adopted by consensus.

### 8. Update of delegates to official bodies and mandates

Secretary Kathryn MATHE took Board members through the uploaded list of APEEE delegates to official bodies and working groups. The APEEE sends delegates to various standing committees and working groups to represent the interests of EEBI parents, and these delegates should be periodically replaced or renewed. The positions marked in red which remain to be filled or taken over were representatives for: IP (Berkendael), CEA (Uccle), Uccle Safety & Hygiene Committee (APEEE currently pushing for 2 members for Uccle and 1 deputy), Uccle Fête Committee (Patrik MALESA?), Addiction Prevention WG, School Communication WG, Homework Policy and Distance Learning WG and School Trips & Projects WG. A short discussion was held around canteen with regards to food quality and waste and how to create a canteen committee. President Valentina PAPA explained that parents are already part of APEEE Services, and their GA. Solutions advised were to join their canteen committee, where it is required to spend the first year as observer before being allowed to vote, and to invite the President of APEEE Services to an APEEE Board. As there is an obligation for the school to put in place a canteen committee in the new guidelines, Berkendael WG were also encouraged to write to the school to revive the idea, as they already have a volunteer. A delegate could be confirmed during the next Board meeting and added to the list. The list of delegates was adopted by consensus.





### a. Proposed extension of project

Kathryn MATHE explained that many projects were extended multiple times due to the COVID pandemic. This project received an extension until December 2022. However, the company from Hungary usually comes out over Spring. As the project has a good track record and a good justification to extend, she proposed to extend until June 2023. The extension was adopted by consensus.

**ACTION POINT:** Secretariat to communicate confirmation of extension to Project Coordinators

## POINTS FOR DISCUSSION AND DECISION

### 9. Financial Report and Proposed Budget 2022-2023

Treasurer Viktor HAUKE presented the *Financial Report on the year 2021-2022 and proposed budget 2022-2023* uploaded onto One Drive, established together with APEEE external accountant Benoit GORET, ARITHMOS. He described the accounts for the 2021/22 year: he noted that APEEE received 132,698 EUR in subscription fees and other revenues, in line with the revenues of previous years. Staff costs (salaries and charges) were of 99,361 EUR (lower than expected, due to the absence of 1 staff member for most of the year). Operational costs were 22,048 EUR, mostly due to a significant, unplanned increase in the fees paid to lawyers (13,177 EUR) preparing the new Statutes of the association. He explained that this would have impact also in next year's budget. Total costs (including amortisation and other financial charges) amount to 133,880 EUR.

As a result, the APEEE's accounts show a deficit of -1,182 EUR for 21/22 (vs. -23,428 EUR in 2020/21).

Projects - All projects funded in 2021-2022 have been paid against the profits retained from the 'Fête de l'école' organised in 2018. All in all, 10,052 EUR has been disbursed on various projects in 2021-2022. On 31 August 2022, the balance available from the fête was 2,760 EUR.

#### Balance sheet at 31 August 2022

He informed that the association had a total of 286,089 EUR available in the following accounts:

ING bank account:	145,051 EUR
ING savings account:	121,971 EUR
Berkendael fête account:	18,728 EUR
Cash:	338 EUR

The APEEE also held 5,840 EUR of funds belonging to the Students' Committee (CdE).

After his report, Treasurer Viktor HAUKE presented the proposed budget for 2022/23. He explained that it was built on the previous year's budget (21/22) taking into account the staff situation and the likely impact of inflation, ongoing work on statutes and the project to implement an online payment solution.

Income - Fees: the current budget is based on an estimated 2600 families paying the 50 EUR annual fee. This is projected to result in 130,000 EUR income. Late payments could be as low as <1% due to the close follow-up by our secretariat and the APEEE Services.

Expenses - Staff costs: The APEEE secretariat staff was temporarily increased to three members in September 2022, as one temporary staff continued to reinforce the secretariat to help the return to work of the staff member returning from sick leave.

Therefore, total annual staff cost is currently estimated to be at EUR 118,690, of which 83,500 are salaries and 35,000 are social security charges. These figures already include a mandatory salary increase based on current Belgian legislation due to the energy crisis, inflation. Operating costs are going to increase in 22/23 and currently expected to reach EUR 28,670. This increase is partly due to inflation,



which is reflected in the budget planned for Internet, phone charges etc. Other increases are linked to high legal fees for the ongoing revision of the Statutes, which are expected to be around 6,000 EUR on the basis of the estimate provided by E&Y Law including ongoing work on the Statutes, translation and registration by the notary. Work continues on an online payment solution, intended to make it easier for APEEE members to transfer the annual fee, through a QR code or other payment options, including a credit card. The continuation of the project is estimated at 3,000 EUR on top of ~1,400 EUR normal expenses for IT. In addition to the above, a further 1,000 EUR is proposed to be set aside for catering for in situ Board meetings (4x) in order to encourage participation and 500 EUR for occasions such as the teacher's breakfast.

Projects - The proposed budget currently does not include any funds for a new project call since the previous project calls almost exhausted the funds available. He explained that organising the fete could be a source of revenues to ensure fundings for projects. He also proposed that the fund collected by Berkendael of about 18,000 EUR is used for funding projects.

Solidarity Fund - The funds allocated in the 21/22 budget (1000 EUR) have not been used, therefore the 22/23 budget does not include any additional funds.

Amortisation - Amortisation, as a cost item in the budget, is projected at 9,350 EUR for immaterial and material APEEE assets. However, it is important to note that amortization does not result in actual cash flow (already spent at the stage of acquiring the assets).

Operational results - The proposed budget is projected to result in a deficit of -30,211 EUR (-20,863 EUR without amortisation). This deficit will be financed through the reserves of the Association.

While presenting the budget, Treasurer Viktor HAUK mentioned the possibility of increasing the annual membership fee to 55 EUR. This would help to cover the increase of costs due to inflation. Some Members intervened in favour in order to be on the safe side and reduce the deficit; others were more inclined to try to reduce costs to the maximum this year and use the reserve to cover the deficit for this year. One issue that came from several members was the fact that there was not enough time to make such a proposal at the GA taking place in two weeks. After a constructive discussion among Members, President Valentina PAPA concluded that there was not a majority to propose to the General Assembly (already on 1 December) to increase the annual fee. She proposed that the budget be adopted as proposed, without any increase of the annual fee, but that the Board will reevaluate the situation in Spring 2023 and, if necessary, convening an extraordinary GA to vote for a raise of the fee of 10% (from 50 to 55 EUR) for the 2023/2024 year.

The proposal, including the proposed budget 2022/23, was adopted by consensus.

#### **a. Proposal to initiate negotiations with the School to organise a School Fête in Spring 2023**

President Valentina PAPA explained that the aim of raising this discussion at Board level was to check if Board members were ready to commit to organising a School Fête and if they would agree to organise one fête together. She informed that after an informal exchange with the new school Director, Mr Tran, he said that he would be open to do a fete, but that it would be nice to have one fete for the whole school for Berkendael and UCCLE in one site. She said that this would mean a real commitment to support APEEE, with Section representatives finding coordinators from each section, and both sites working together on a common project. She asked the Board for their opinions. There was a discussion on whether to hold the fête on 1 site or both. and on what would be Berkendael parents' preference. It was concluded that Berkendael parents would prefer to have their own fête in Berkendael. Dates were also suggested (29 April, 6 May) for the UCCLE fête to be checked according to school trips and to be ready to propose dates to the school. Several section representatives committed to finding volunteers in their sections and CBWG Representatives emphasised that according to experience every Board member needs to commit in this way, finding coordinators with a willingness to give hours to the project which



previously had some 5000 attendees. It is an important way to return to campus and revive the school spirit but requires engaging sections to ensure a real multiplicity of people contributing to its structural, coordination and mobilisation needs. Board members insisted they would need a good presentation, based on past experiences, on what is expected, in order for a committee to be created. The Proposal was adopted by consensus.

**Action point:** CBWG to circulate past papers on organisation of School Fête; the President to meet with Director Tran on the Fête

## 10. Proposal on Projects & Trips in Secondary

Vice President of Pedagogy Monika VELIKONJA presented the *APEEE Position on Projects, Trips & Project Week in Secondary* which has been available on shared drive since the last meeting, when discussion was postponed. The starting point is the [mapping and analysis of activities](#) done by the Pedagogical WG Task Force on Secondary Projects & Trips in July 2021. She added that the proposal is as important for Primary students as they will soon be Secondary. Position will be helpful for APEEE delegates in the Secondary CE Project & Trips WG to ensure it was representing all sections well. After some discussion around the key issues, the position was adopted by consensus.

The Board supported the following issues in relation to the secondary trips and activities:

- the importance of educational, didactic and social value of activities and their link to curriculum, with sufficient quality time for activity in comparison to time spent on logistics;
- While the APEEE supports activities, it is important to balance these against the impact of lost hours on our children's education;
- more targeted/small group trips in upper secondary in comparison to level wide trips in lower secondary;
- activities driven by teachers or through the strong cooperation of the administration with teachers and not imposed top-down
- call for more in-situ and cross-disciplinary projects, not only trips;
- students missed activities due to COVID to a different extent. While it may be difficult to ask the school to compensate for all that, the APEEE asks for understanding or support for teachers' or parents' efforts in doing so.

## 11. Proposal and possible decision on the Work Experience for S5

Vice President of Pedagogy Monika VELIKONJA referred to the document on Work-experience (uploaded on One Drive). She raised for discussion 6 issues on work-experience programme:

Mandatory vs voluntary at EEB1 – Would we support WE to become mandatory? Pere MOLLES PALLEJA strongly advised against making WE mandatory, to consider the implications if the student does not find work. Members also raised the need for school to provide pedagogical activities for students who do not find WE.

School support – What kind of support would we welcome from the school (CVs, mock interviews, finding placements, database of placements)? Do we support better integration in the teaching (e.g. drafting CV and letter of motivation)? She mentioned school management ideas in development: a workshop with mock interviews in project week and students who have completed WE presenting to S4 students to ensure transfer of knowledge and experience. Main feedback from the English section was concern on the lack of support in classroom preparation and finding placements, with onus too much on parents, as well as timing and missed school days. Deputy Representatives for Secondary of the Hungarian and of



the French sections advised to request more flexibility on the WE contract for signature provided by the school as considered too rigid and limiting. Monika VELIKONJA agreed to check but this may require rules that need adjusting at system level.

Flexibility and duration: WE week is scheduled for 19-23 June for one week this year, starting before the oral BAC period. How do parents feel about having WE also during holidays? Especially if the school does not offer WE during oral BAC period. This also offers the opportunity to exploit parents' networks in their home country. Should WE be one, two or between one and two weeks. A concern about age was raised, in Poland it is difficult for students under 18 to find WE. The deputy representative of Secondary for the Hungarian Section supported flexibility around timing and the CE representative for the Italian Section agreed that enabling WE to be one day a week could be valuable.

Employers' database: How could parents support creation? If Board members could launch a call in their sections for parents' help in identifying employers that would be willing to accept the EEB1 students? Members felt school should manage this database, with parents sharing recommendations and networks.

Work experience in S6 instead of S5 or in both class years: Moving WE to S6 could overcome age related challenges in finding placements.

The FR section secondary representative requested that APEEE supports the realisation of the work experience already in S4 during the oral bac exams when lessons are suspended for S1 to S4. Indeed, in France, the work experience is to be realised in S4 level and families may be interested in doing so. The VP for Secondary replied that the school director was open to this during the meeting but that families should not expect school support or preparation for S4 students' work experience.

President Valentina PAPA thanked Monika VELIKONJA for these well-structured and comprehensive documents. Monika VELIKONJA concluded that with this discussion and consensus of the main issues, the APEEE representatives have the mandate to ask for those aspects to be included the school Work-experience programme.

## POINTS FOR DISCUSSION

### **12. Future Linguistic Structure of the European Schools in Brussels, update and discussion after the extraordinary meeting of the Board of Governors (BoG) on 27 October**

INTERPARENTS President Pere MOLES PALLEJA updated Board members on the state of play. The extraordinary BoG meeting was preceded by a meeting of Heads of Delegation to which IP was not invited. Much of the discussion took place there. In the end, none of the proposed models presented by Secretary General Andreas BECKMANN was approved by the BoG, as many delegations had concerns. The outcome was to postpone the decision until the regular meeting of the Board of Governors on 6-8 December, and to send the proposals through the Budgetary Committee in the interim. The Secretary General stated that in the meantime the Central Enrolment Authority would also prepare the draft 2023-2024 Enrolment Guidelines for the December Board of Governors based on models A2 and A3.

Pere MOLES PALLEJA also attended the meeting of the Budgetary Committee on 8-9 November on behalf of INTERPARENTS. The timing was short, and delegations received documents late. The SG presented the same proposal and an additional document on the financial impacts. The mistakes in the main proposal, though acknowledged, had not been corrected, and the financial analysis only considered the impact of merging of sections at Evere/Woluwe and Berkendael/Uccle. The impact of the transition "phasing-in and phasing-out" and on the resulting situation in 2028 were not considered. INTERPARENTS intervened expressing concerns about the analysis, underlining the need to look at the capacity of the sites and cycles, and pointing to the works required in Uccle and on all secondary campuses. The Budgetary Committee took note of the documents but there was no real discussion on the figures.





Central Enrolment Authority (CEA) delegate Kathryn MATHE reported on the Central Enrolment Authority meeting held on 10 November, explaining the background to the 2023-2024 Enrolment Guidelines and the procedural constraints faced this year. Parent delegates in the CEA expressed concerns about the process and about the questionable analysis on which the proposals were based. They requested *inter alia* a document presenting of the projected transition period year-by-year. Parents and other delegates also raised more detailed issues on the draft guidelines (e.g. transfer of students, treatment of siblings, creation of sections, need for secondary infrastructure) in the event that one of the proposed models is approved. The position of particular delegations at previous meetings was also noted: the Commission and Germany saw a higher need for consolidation in EEBII than in EEBI; the Commission supported the consolidation of the EEBI DE section at Uccle while the EEBI IT section should be consolidated at Berkendael. COSUP supported model A1 as they believe it best addresses the overcrowding in secondary. The Greek, Dutch, Cypriot and Spanish delegations were also mentioned. But only some delegate positions were known and reported at the various bodies. The Board discussed at length the creation of LV and SK sections in the Uccle Secondary. Gundars OSTROVSKIS reported the view of the Latvian section that: they fulfill the criteria to open a Latvian section in Secondary; the situation will not change if it is delayed; and they should not miss the opportunity. The risk in postponing is that there will always be other priorities. Board members deliberated over the implications of opening two sections in Secondary if they do not meet the criteria for establishing language sections. At a time of serious overcrowding, this would require more classrooms for the different subjects serving few children. Slovak and Latvian representatives noted that numbers are low because they have SWALS in other schools. Marek DVORSKY stated that Slovak parents had also been promised a full section after 7 years.

Kathryn MATHE stated she had supported the continuation of Slovak and Latvian pupils at EEBI; however, she had also asked that the procedure in place for the continuation of sections in the Secondary be followed. The EEBI Administrative Board should be allowed to deliberate. They should consider the "Gaignage criteria" balanced with other factors; Member State delegates could also attend. The Secretariat-General had violated the system regulations by circumventing the procedure in place, and it was important to insist they adhere to their own rules. LV and SK representatives were encouraged to meet with the school director and Member State representatives.

President Valentina PAPA reminded the Board that the aim of this proposal is to reduce overcrowding, that the Board needs to make sure that in EEBI, whatever the proposal, the situation is not made worse. She is confident that Kathryn MATHE reflected the discussions that took place in the Board. The wellbeing and education of children is paramount. Though this can be an argument for opening sections, overcrowding (including lack of space and timetabling issues) also impact the wellbeing of all Secondary students. The difficulty of being a SWALS should be balanced against the difficulty of very small class groups with reduced hours for these students and a lot of free periods with no space available to wait. There is a need to be practical, and therefore the only position taken was to apply the system rules.

Next steps are that the BoG will discuss the Enrolment Guidelines in the 6-8 December meeting in Brussels, attended by INTERPARENTS. An update on the final decision and next year's enrolment will be given at the last Board meeting of the year on 15 December.

*The Interparents Statement to the Board of Governor, the informal report on the CEA, and the first draft of 2023-2024 Enrolment Guidelines are uploaded on OneDrive.*

### **13. Discussion on ways to go "back to campus"**

As the meeting ran over time, Samantha CHAITKIN's oral report was postponed. Instead, she exchanged on the chat platform, on the need to launch this conversation, which can take place mainly in writing, about to what extent we want parents more frequently at school. The issue was touched a few times during this Board meeting (the fête, meetings with teachers, etc.).





Primary ES Representative Santiago Calvo Ramos reiterated the importance of the “back to campus” initiative. Parents need to have the right and the possibility to use the campus and this can greatly enrich school life, however there is also the need to decouple it from the discussion that the school should provide online/hybrid options for parents. She agreed there are different kinds of reasons for parents to be on campus, and access - both for security/gates and digital access - is a separate but related issue. She proposed to prepare a paper for next meeting and welcomed points from members, and already outlined some starting points:

- Purely social - discos, fete, Xmas parties, End-of-year parties, book sales, assisting teachers and accompanying trips;
- Formal meetings - Parent-Teacher meetings (group / individual), Career Guidance (S3 and S5), Options Fairs, Careers Fairs, University Fairs.
- APEEE meetings - CA, GA, Working Group Meetings, Project-Based Visits, CE / S&H / SAC / Admin Board

**Action:** Board members to send points to Samantha CHAITKIN who will prepare paper for discussion for next Board meeting.

#### **14. Next meeting of the Safety & Hygiene Committee on 22 November; review and solicitation of agenda points**

As the meeting ran over time, any points should be sent in writing to the Safety & Hygiene Committee Delegates Santiago CALVO RAMOS and MAREK DVORSKY in time for the next meeting, scheduled for 22 November.

#### **15. Review and solicitation of agenda points for the CE Berkendael on 8 December; CE Uccle Primary and CE Uccle Secondary on 13 December**

As the meeting ran over time, agenda points should be sent in writing to CE delegates Alex WILSON (Berk Prim), Talia BOATI (Uccle Prim) or Monika VELIKONJA (Uccle Sec) in time for the next meetings.

### **WRITTEN POINTS FOR DISCUSSION**

#### **16. Secretariat Update**

Document uploaded to OneDrive.

\* \* \*

*Supporting reports and documents for this meeting are accessible to Board members in the OneDrive Board meeting folder*

*The next meeting is scheduled for the 15 December 2022 (in situ).*