

Brussels, 16 January 2023

Minutes of APEEE Board Meeting 14 December 2023

ATTENDEES:

Board Members (voting): Blanca BALLESTER MARTINEZ (ES Prim), Agnes BOROS (HU Prim), Hjørdis Virgarsdottir DALSGAARD (DK Sec), Gladys EVANGELISTA (IT Prim, member elected by GA), Marc GUITART (member elected by GA, CE ES Sec), Viktor HAUK (HU Sec, member elected by GA), Delphine HEBERT (Berkendael FR), Nathalie KALOGERAS (FR Sec), Andreas KEIDEL (Berkendael DE, Deputy CE Berkendael DE), Sara MARTELLI (Berkendael IT), Andrej MATIC (SWALS Uccle) Sara MILANO (IT Sec), Kremena MILEVA (EN Prim), Miklos NAGY (HU Sec), Valentina PAPA (President; EN Prim), Sandrine PIERLOZ (FR Prim, member elected by GA), Nadia ROSINI (IT Prim), Sigfrido RAMÍREZ PÉREZ (ES Sec), Jan TYMOWSKI (Deputy Secretary; PL Sec), Gundars OSTROVSKIS (Berkendael, SV).

Deputy Board Members (non-voting): Bartosz HACKBART (Berkendael FR), Mihaly HIMICS (HU Prim), Emese SAVOIA-KELETI (HU Sec), Laura SERRAO (Berkendael IT)

Other participants: Elena HATZI (CE EL Berkendael), Fiona KERNAN (CE EN SEC), Ioana SANDU (CE FR Sec), Rachele TOSTI (deputy CE IT Prim Uccle), Javier VILLEGAS BURGOS (CE Prim Uccle, Dep Health & Safety Committee)

APEEE Secretariat: Guendalina COMINOTTI, Selena GRAY

1. Adoption of the agenda

The agenda was adopted by consensus, with the following point added under Information Points: Reporting on the 12 December CEA meeting (flash report uploaded on OneDrive).

2. Approval of Board minutes 29 June and 16 November 2023, review action points

The Minutes of 29 June Board meeting were adopted by consensus. Minutes of 16 November were not ready for approval.

3. Welcome and introduction of the 3 newly elected Board members and short tour-de-table.

The 3 new Board members elected by General Assembly introduced themselves to the Board: Gladys Evangelista (CA IT Prim), Marc Guitart (CE ES Sec) and Viktor Hauk (CA HU Sec).

4. Vote on the appointment by co-optation of fourth member of the Board based on candidatures received.

President Valentina PAPA reported on the 5 December General Assembly and election of the candidates. The 4th candidate was absent, so the GA decided not to vote and left the decision to the Board. Legal WG coordinator Jan TYMOWSKI emphasised the importance for all positions to be filled with the upcoming obligation for publication in the Moniteur Belge. (APEEE Secretariat will be contacting members to send in IDs and contact details to this end). He referred to the clause in the



statutes, where if any section representative resigns during a mandate, the section can elect a representative for the remainder. When this happens for one of the 4 board members elected by the GA, the statutes foresee that the Board may elect by co-optation the resigning board members, and the GA will have to endorse that election at its next meeting. From a legal point of view, this provision can also be used to pragmatically vote in the 4th member during the Board meeting. 2 candidates presented themselves: Bartosz HACKBART (Berkendael FR) and Javier VILLEGAS BURGOS (CE Prim Uccle, Dep Health & Safety Committee), their profiles had been uploaded to OneDrive. Ballots were distributed and Javier VILLEGAS BURGOS was voted in by 14 votes to 10.

5. Election of President and Bureau

President Valentina Papa summarised the composition and importance of the bureau, candidates who need to be voted in by election by the Board. She gave the floor to the candidates who introduced themselves, and who were subsequently voted in:

- Sigfrido RAMÍREZ PÉREZ (ES Sec) for President (22 in favour, 1 against, 2 abstentions).
- Viktor HAUK (CA HU Sec, member elected by GA) for Treasurer (25 in favour, 0 against, 1 abstentions)
- Sandrine PIERLOZ (FR Prim, member elected by GA) for Member of Bureau without title (25 in favour, 0 against, 0 abstentions)

There were no candidates for the remaining roles: Vice President Primary, Vice President Secondary, Vice President Berkendael, Secretary and Deputy Secretary which still need to be filled urgently. Volunteers were urgently solicited for the next Board meeting and a discussion around the roles ensued. Some members emphasised that various Section representatives had to continue in their roles as other class representatives did not come forward to replace them, and the difficulty in taking on more roles due to time commitments. Tasks were discussed. VPs are important roles as they are required to attend CE meetings (4 times a year) and report to the bureau and board as well as attend the administration board twice a year with the President. APEEE needs people to take up the responsibility, for the continuity of dossiers and to not lose the votes as APEEE are empowered in this way in decisions relating to school.

Nadia ROSINI (CA IT Primary) came forward as Vice President Primary and was voted in (0 Against, 25 in favour, 0 abstentions).

POINTS FOR INFORMATION

6. General Assembly Report (discharge, adoption of Budget 2023-2024)

- **Website development (domain name/new functional email addresses, platform design)**

Continuing in his role as Treasurer, Viktor HAUK took the Board through the Budget 2023-2024, approved by General Assembly on 5 December. He indicated that website development was foreseen. Following full integration of Berkendael into the statutes, a new domain name is essential, and this will cite reference to EEB1 (@apeee-eeb1.org rather than @uccleparents.org), replacing all current APEEE delegates and WG mailboxes.

7. Administrative Meeting Reports

- **7 December CE Primary Berkendael**

The report will be requested as the representative attending the meeting could not be present.

Action: Sara MARTELLI to request report for uploading.



- **7 December CE Secondary Uccle meetings**

CE representative Fiona KERNAN (EN Sec) reported that a flash report (to be read in conjunction with parent points) for the December meeting had been prepared together with Hjørdis Virgarsdottir DALSGAARD (CA DK Sec). She explained that APEEE delegates attending this meeting are Vice President of Secondary and 1 representative nominated by the board, for which Hjørdis Virgarsdottir DALSGAARD volunteered. Main issues were School Trips, Orientation S3-S5, Cheating, Wellbeing, composition of the CE, vandalism, Smartphone policy, absences, awareness around the use/misuse of different tools and social media, School Inspection, Booklists and Overcrowding.

- **11 December First Meeting of the Whole School Inspection Working Group**

Valentina Papa explained that Central Office carry out whole school inspections and that the last one was held in 2018; in March there will be a new one. APEEE had been invited by the school for a first meeting to prepare. The inspection starts with an auto evaluation by the school, followed by an evaluation by the inspectors who then give recommendations. For parents not to lose their independence, the view was that APEEE should not be linked to this auto evaluation by the school. Previously in 2018, APEEE had taken the criteria to carry out its own evaluation and should do this again then give to school management or to the inspectors directly (to be decided by bureau). Although not an obligation to inform the school, this can be done as a matter of courtesy. APEEE would need to complete this by February.

Reporting on system level meetings: updates on meetings and latest developments:

- **Groupe d'accompagnement meeting (Commission + stakeholders): 1 December, in preparation of the BoG**

Valentina PAPA reported on the Groupe d'accompagnement meeting which is attended by the Commission and all APEEE presidents of Brussels European schools as well as a representative from Interparents in preparation of the Board of Governors. Main Issues discussed were overcrowding and the plan adopted by the Minister in Belgium regarding future urban developments in Evere as well as the lack of confirmation that EVERE is a permanent site of ES system.

- **INTERPARENTS – INTERPARENTS Meeting 30 November- 2 December; 5-7 December Board of Governors Meeting, 180 days, homework policy, OSGES Pedagogical Reform WG, Language issues.**

Valentina Papa reported on behalf of the IP Delegates who could not be present at the Board meeting. She clarified that IP is the umbrella association which attends the Board of Governors meetings, the highest level of meetings where all Member States are represented and which decides on key issues including reform, consolidation of sites and enrolments policy. 2 deputy IP representatives are urgently solicited, and parents interested to focus on one or few specific issues (for example support policy, gifted children). She summarized interests and skills required including an interest in pedagogy, the structure of the ES, quality insurance, a certain level of CE, SAC and Admin board experience and the time to contribute to issues raised by other schools' IP representatives. APEEE IP delegates attend the IP BoG preparatory meetings twice a year (December and April) as well as any extraordinary meetings, reporting to the APEEE Board. She referred members to the agenda uploaded to OneDrive for the points raised at the BOG early December. Mr Beckman and Mr Bordoy were mandated for 3 more years as Secretary General and Deputy Secretary General of the European schools. Key issues discussed were the former Irish presidency report (2022-23), approval of the Bac organization for 2024, Bac 2023 results, approval of the creation of the SL section in EEB1 in 2024-25, approval of enrolment guidelines for 2024-25 with a review clause for next year on the issue of the size of class and vertical grouping, 5th



school. Board members can contact IP representatives directly for further information on a particular point is of interest for their section.

- **12 December CEA Meeting**

CEA Delegate (Berkendael) Laura SERRAO reported on the last meeting dedicated to the finalization of the new Enrolment Guidelines for 2024-2025 following the approval by the Board of Governors of the Enrolment Policy for 2024-2025. The meeting started with a debriefing on main points discussed at the BoG of the 05-06-07 December 2023. In particular, the General Secretary informed the ACI members that Belgian authorities confirmed that the Evere site will permanently stay at the disposal of the European Schools of Brussels, however no written confirmation has yet been received.

Concerning the Enrolment Policy there have not been any major changes since last year, and they follow the line designed by the decision on the future of European Schools and the phasing out of sections present in 2 sites of the same school, despite a proposal from the IT delegation to revise it. The ACI passed then in review the Enrolment Guidelines (last draft uploaded on OneDrive). A final round of feedback will follow in written but limited to minor clarification, then the document will be translated in English and German to be published on 5 January 2024. Final point concerned Open Days which will not be held this year due to security reasons.

POINTS FOR DECISION

8. Autumn 2023 Call for Project Proposals – projects proposed by Awards Panel

Financial Adviser Gundars OSTROVSIS took members through a PowerPoint on the Autumn Project Call for Funding and recommendations reached by the Awards Panel on Monday 11 December. An excel table of opinions and recommendations on each project submitted was uploaded on OneDrive. After a successful Fete in May 2023 the budget for funding had been replenished and APEEE will hold 2 Calls per year with 7000 EUR available for each, thereby distributing Fete profits over 2 years. 21 projects were submitted, with a total requested funding amount of 27,013 euros, one project was withdrawn. The panel recommends funding for 9 of the projects. Some could only be granted partial funding, even if they would have liked to have allocated more money in some cases.

A discussion amongst Board member ensued. Concern was expressed about funding for projects that may not be of interest to the entire school community and the importance of considering both primary and secondary projects when evaluating submissions. One suggestion was to consider a joint proposal with both APEEE and APEEE Services, to share resources and create a precedent for future collaborations. Budget allocation for various individual projects was discussed. Board members were reminded that the funding allocated was discussed and voted by the Board, that objectives and criteria are weighed up during evaluations by relevant Working Groups, and the Awards Panel (made up of the financial adviser and representatives of all stakeholders of the school community, including Director Tran for this particular Call) take all of these elements and recommendations on board during an in depth discussion and within the boundaries of what they can offer financially. They look at the balance across levels, cycles, sites and give preference for projects that impact as large a student body as possible, but at the same time they need to select amongst what they receive and most viable projects. For this call, the dominant majority concerned Secondary, whereas for Spring 2022 it was the opposite with only 10% Secondary. With regards to involving APEEE Services, they could be approached to co-finance some projects, but they would need their Board approval so maybe a common call in the future could be considered. This could be discussed in a future Board meeting.



The Board were invited to vote on the recommendations from the panel, as well as to vote on whether to allocate more funding to the Calls as suggested by several members. Panel Recommendations were approved by consensus. The vote was overall against approving additional funding (14 against, 5 in favour, 3 abstentions).

Action: APEEE Secretariat to inform applicants on results of recommendations.

POINTS FOR DISCUSSION AND DECISION

9. The safety and security agreement between schools and APEEEs

Valentina PAPA explained that European schools are obliged to have an agreement with their APEEEs on safety and security for extracurricular activities held on school premises. For EEB1 this is more in the remit of APEEE Services. She gave a brief overview of the background, with last meetings this year held in October. APEEE have been instructed to sign the template before 15 December, with the possibility to sign together with APEEE services with our director and adapt to our school. For APEEE the relevant importance was for its staff and access rights to APEEE members and parents. In the final agreement it is APEEE Board members and delegates (within the framework of the Policy of access rights) and APEEE staff have the same rights school staff. It should be clarified who should be considered APEEE staff. APEEE cannot sign until school has a local Policy of access rights, so there is no pressure for 15 December. The President of APEEE Services will be invited to come to the next Board meeting to present after further discussion.

Action: APEEE to invite APEEE Services President to present at next meeting.

POINTS FOR DISCUSSION

10. Discussion on the risk of the internet, the use of AI and social media, and school mobile phone policy

Valentina PAPA explained the context of this point on the agenda, following the incident of a group of S3 students creating a fake social media account. School was informed and acted, and the APEEE Legal WG had participated. CE Secondary representative Fiona KERNAN reported more on the situation and APEEE CE are following closely. Members discussed the importance of working with the school to educate students and provide support for safety issues, highlighting education on mobile phone use as key. One suggestion was the setting up of an online safety group for teachers and students, with the Director's support. Jan TYMOWSKI reminded board members that any parents can join any of the APEEE Working Group on these issues. Parents in general need to be involved and understand the rules. He underlined that the school has a Code of ICT Charter, with reference to the BYOD Policy, and parents should be encouraged to talk to students about the code of conduct rules they sign.

11. School trips (P2 Sea class, P4 snow survey and January meeting school management)

On P2 Sea Class, Gladys EVANGELISTA reported that a letter to the Director has been drafted to be sent by the new president tomorrow, annexing the results of the survey on the P2 trip. There were 554 respondents (families), with a unanimous positive response to reinstating the trip. There have been attempts to approach teachers in parallel to the survey, unfortunately there seems to be strong opposition. The origin of the decision taken is not known and there is a big issue on procedure as it was not discussed before the decision was taken. Delegates of the WG on School Trips should also be copied into the letter to the Director. The aim is to find a solution to reinstate sea classes, suggesting a reduction of trip length, increase of financial individual contribution, help with logistics as possible solutions.



On P4 Snow Trip, Sara MARTELLI reported that the WG will write to school asking for a meeting in January to discuss results of the survey.

Valentina PAPA reiterated that for the P2 Trip it is important to strengthen the issue of governance and to send the letter as soon as possible as an important precedent on this lack of consultation in the decision making. APEEE can approach the school, also asking about the difference in price and raising concerns. APEEE position on this has always been that S2 level can have same trip but in different groups. For the P4 Trip discussions are going well and the WG is working well, also in coordination with Gladys EVANGELISTA.

Action: APEEE President and Gladys EVANGELISTA to send letter to school Director on S2 Sea Class with results of Survey.

12. APEEE delegates to official bodies and working groups: reminder vacant roles to be filled on January Board

Members were referred to the uploaded List of APEEE delegates to official bodies and working groups, and the roles still vacant, and volunteers solicited.

13. Review and solicitation of agenda points for next meetings: 11 January CE Primary Uccle, Admin Board 22 January, Safety & Hygiene Committee (date tbc)

Members were asked to send any points to the representatives directly. The library issue was raised as well as the issue concerning violent students for which a letter will be drafted.

POINTS FOR WRITTEN INFORMATION

14. Secretariat Update

AOB

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

The next meeting is scheduled for 18 January 2024 (in situ)