



## **Extraordinary General Assembly APEEE EEB IV-Laeken**

**26 June 2017, 20:00-23:00**

**Room 0A, Centre Albert Borschette (CCAB)**

**Rue Froissart 36, 1040 Etterbeek**

**English version**

# **MINUTES**

## **Introduction**

The current statutes of APEEE Brussels IV Laeken, are dated 2012.

In December 2016, the General Assembly agreed to the holding of “an extraordinary General Assembly to change the statutes of the APEEE” because “the APEEE is growing and developing and needs urgent adaptation of its statutes to assure the further functioning of the Association.”

Consequently, the Administrative Board created a Statutes Working Group; led by Catherine Hennessy, to develop draft Statutes that strive to:

- ensure optimum accountability and transparency in relation to financial and budgetary matters;
- ensure swifter publication of the decisions of the General Assembly and of the Administrative Board;
- establish a Social Fund and to bring the rules governing the Community fund into the ambit of the Statutes and associated RoP;
- describe the role and responsibilities of Class Representatives and Section Representatives;
- create Rules of Procedure for the Administrative Board;
- create Rules of Procedure for the General Assembly;
- delete the “transitional provisions” articles in the 2012 Statutes, which are now redundant;
- make editorial improvements as required.

The draft Statutes were developed by making a matrix of the statutes of the three other Brussels’ based schools and adopting their texts as required. The work was done in consultation with the Associations’ of the three other schools.

The draft Statutes with associated draft Rules of Procedure for the Administrative Board and draft Rules of Procedure for the General Assembly were reviewed and adopted by the Administrative Board at its meeting held on 27 April 2017.

The draft Statutes were published on the Association's website at the end of April, six weeks before the extraordinary General Assembly (eGA) and parents were invited to send their comments or queries to the Board so that they could be resolved beforehand, in order to ensure a productive discussion at the eGA, with a successful outcome.

The draft Statutes were then reviewed by a Notary - Maître PANNEELS - who confirmed that all draft Articles were fully compliant with Belgian law.

The notary advised that under Article 23 of the 2012 Statutes, the envisaged changes to Article 4 (Aims of the Association) and to Article 2 (registered office) would require a higher voting quota of 4/5ths of Class Representatives present or represented (per Article 23.5). Only then would there be a vote on the Statutes themselves, with a 2/3rds voting quota (per Article 23.4).

The notary attended the eGA to ensure the validity of the voting procedure.

## Draft Agenda

The draft agenda for the eGA was as follows:

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|-------|--|
|       | Agenda item 1: Review of Draft Statutes  |
| 20:00 | <ul style="list-style-type: none"> <li>• Vote on article 2 (higher quorum of 4/5ths class representatives)</li> <li>• Vote on Article 4 (higher quorum of 4/5ths class representatives)</li> <li>• Vote on the entire Statutes (quorum of 2/3rds class representatives)</li> </ul> |
|       | Agenda item 2:   |
| 20:30 | <ul style="list-style-type: none"> <li>• Draft Rules of Procedure Administrative Board, followed by vote</li> <li>• Draft Rules of Procedure General Assembly, followed by vote</li> </ul>   |
|       | Agenda item 3: Internal regulation. Policy for the recruitment of Association BXL IV Staff, followed by vote   |
|       | Agenda item 4 Any Other Business   |
| 23:00 | Close of GA.   |

## OUTCOME

### **Agenda items 1 and 2: Draft Statutes, draft RoP Administrative Board, draft RoP General Assembly**

With approximately 430 class representatives representing approximately 1630 paying members of the Association, the higher voting quorum of 4/5ths was 344 class representatives present or represented, with each class representative allowed to hold a maximum of three proxies from other class representatives.

This higher voting quorum of 4/5ths was not attained. Thus, no discussion on the Statutes or the associated rules of procedure could take place.

The President of the Administrative Board indicated that the three draft documents would be submitted to a future General Assembly and informed the eGA that the next General Assembly would be held before end-January 2018.

The participants at the extraordinary General Assembly noted this information.

**Agenda item 3: Draft Internal regulation: “Policy for the recruitment of Association BXL IV Staff”**

The ordinary 2/3rds quorum, being 249 class representatives present or represented, was attained.

The eGA voted in favour (238 votes in favour, 0 votes against and 11 abstentions) of the Internal Regulation “Policy for the recruitment of Association BXL IV Staff”. This Regulation had been drafted by the Board in association with the APEEE Secretariat and had been approved by the Board.

**Decision:**

The General Assembly adopted the Internal Regulation “Policy for the recruitment of Association BXL IV Staff” and invited the Board to implement it with immediate effect.

**Agenda item 4: Any Other Business****Fraud – canteen/cafeteria**

Several parents asked what about measures being taken to ensure that only enrolled children use the canteen.

The Board Member with responsibility for the Canteen confirmed that there was indeed a problem with fraud.

It was estimated that up to 100 children, who were not enrolled in the canteen service, used the canteen daily. This created a situation of overcrowding and a shortage of food for the enrolled children.

As an urgent action, 4 new controllers will be hired to control access to the canteen. This measure will be maintained until an electronic entry control system is in place. A status report will be given to the General Assembly for the school year 2017-2018.

The eGA noted this information.

The meeting ended at 21:30