



Board Meeting/Réunion du Conseil d'Administration
Brussels Tuesday 8th November 2011 / Mardi 8 November 2011

Rue de la Loi 79, 1140 Bruxelles, 12h00-14h00

MINUTES

Presence & Proxies:

Present: Antonino di Lorenzo, Serge Lebel, Horst Nickels, Aedín O'Byrne, Monika Paulus, Eric Piettre, Joelle Salmon, Erika Schulze, Carola Streul, Ralph Wischermann

Proxies: Marc Henriques de Granada to Horst Nickels, Martina Sindelar to Horst Nickels

Absents (excused): Henriques de Granada Marc, Plumhoff Holger, Sabatini Roberto, Sindelar Martina

Absents: Cenini Antonio, Mangold Lecocq Isabelle, Popa Adela Raluca, Sergio Giovanni.

Mr Nickels chaired the meeting

AGENDA

- 1. Adoption of the Agenda**
- 2. Adoption of the Minutes 11/10/2011**
- 3. Resignation CA Members / Bureau members**
- 4. Introduction of voting / decisions by name**
- 5. Election of a new Secretary**
- 6. Communication / Information**
- 7. Interparents**
- 8. Newsletter**

Association des parents d'élèves de l'école européenne de Bruxelles IV aisbl
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Comptes bancaires	Général, cotisations	132-5315455-90	Banque Delta Lloyd
	Transport scolaire	132-5315447-82	
	Service cantine	132-5315452-87	
	Activités périscolaire	132-5315454-89	



9. Budget Overview

10. Services State of Play

10.1 general

10.2 transport

10.3 canteen

10.4 activities

11. Director's responsibilities - clarification

12. Incident 20.01.2011 – violence at school – reaction of Association

13. Preparation of GA – Fixing Dates

14. A.O.B.

Interparents

1. Adoption of the Agenda

The agenda was adopted

2. Adoption of the Minutes 11/10/2011

The minutes were adopted without the paragraph on responsibilities of the Director which still have to be clarified.

3. Resignation CA Members / Bureau members

- a. Following members resigned from the CA:
Wouter de Waard (e-mail 27.10.2011),
Francesca Beltrame (e-mail 25.10.2011) and
Aingeal O'Donogue (e-mail 3.11.2011) resigned from the CA
- b. Carola Streul resigned from the bureau
- c. Ralph Wischermann resigned as secretary (e-mail 5.11.2011) to focus on the transport committee.

4. Introduction of voting / decisions by name

- a. DECISION 20111108-01: A proposal was made to change the decision mode to named voting i.e. to publish the names of Board members to show how they voted. This proposal was rejected by 11 to 1 votes.

5. Election of a new Secretary

- a. DECISION 20111108-02: Serge Lebel was elected Secretary of the Board with 12 votes for / 0 against.

6. Communication / Information

- a. A discussion followed on how the Board could improve communication to parents, what rules to follow. In accordance with previous decisions / discussions it was said that:
 - i. The maintenance and update of the website should be carried out by the director and the services responsible



- ii. In order to arrive at this situation the director should organize a training session for staff members for the new web site. For the moment, we need to 'muddle through' as only Aedín has the skills necessary to update the web site.
- iii. All communication to class reps should be sent via Aedín.
- iv. See also point 8

7. Interparents

- a. Regarding the request of the Interparents organization for funding of activities the following was decided:
 - i. DECISION 2011108-03: 150€ for legal consultation should be contributed (12 for / 0 against)
 - ii. DECISION 2011108-04: 100€ to support an alumni organization should not be contributed (0 for / 12 against)
- b. Horst Nickels will get in touch with Interparents to see how our Association can improve links and contribute to the working groups.

8. Newsletter

- a. The option of a regular Association newsletter was discussed. Ralph reported that it was not really a newsletter but an RSS-to-email feed, i.e. that parents can subscribe to receive an email containing the updates in the different sections of the website. This option had been discussed with Roberto. It requires manipulation on the web-site that needs to be investigated with the web site provider (Uchrony). This is work in progress.
- b. DECISION 2011108-05: It was decided to follow this approach (12 for / 0 against)

9. Budget Overview

- a. Postponed due to absence of Marc

10. Services State of Play

Horst Nickels left the meeting at 13:37

- a. General
 - i. The transport office will be moving next to the music room
 - ii. The database is now working properly so that invoicing can be done now
- b. Transport
 - i. All e-mails are being managed consistently now.
 - ii. Ralph gave an update on the status of the Laeken survey. There were over 500 respondents representing over 800 children. Work is ongoing in the Transport Committee which is now composed of 14 parents. The objective is to work on tools and methodologies to be able to handle the inscription phase starting next year.

Ralph Wischermann left the meeting at 13:50

- c. **canteen**
CS reported that the canteen committee held a meeting on the 21 October where clarification was given to the questions raised by parents during the service meeting



on 13 October. In particular it was explained that the menu is set up by the help of a voluntary dietician with 15 years experience at the European schools. Proposals by qualified parents in the committee were welcomed and they were invited to send in their proposals. Serving at the restaurant was discussed. Creation of a dialogue between parent's, Canteen and school within the framework of "Healthy school" where supported by the committee. The purpose is to improve the children's appreciation of the meals offered. The information evening for parents was scheduled second half of November (now: 1st December); A further issue was planning for Laeken.

d. activities

11. Director's responsibilities - clarification

12. Incident 20.01.2011 – violence at school – reaction of Association

13. Preparation of GA – Fixing Dates

Joelle informed the Board that a room has been booked for January 24th 2012. Confirmation has not yet been received. The first notification must be sent to members for **December 13th** at the latest. Deadline to receive the motions and points is **January 3rd**. Convocation + documents must be sent and published on the Website on **January 10th** at the latest. Manuela will be asked to send all the related documents by January 9th.

To be done:

- i. Commission (Ms Bardoux) and Directors must be invited. Manuela should adapt the last year's letter (**Action: Eric**)
- ii. Activity report to be drafted. This report concerns the year 2010-2011. As EN version 2 must be checked by Aedín and FR by Joelle, contributions are requested **by the end of November at the latest**.
 1. First part : Action: Horst to check what Joelle will send to him
 2. Follow-up group: Action: Monika
 3. Pedagogical committee: Action: Martina (last year's text to be adapted)
 4. Interparents: Action: Raluca, maybe something should be added (eg. Demonstration of last school year)
 5. Services:
 - a. Canteen: contribution from Carola
 - b. Transport: contribution from Monika and/or Erika
 - c. EC-activities: contribution from Holger
- iii. 3. Others points should be discuss during our next CA meeting (move to Laeken)

14. A.O.B.



Annex 1 – Presence List (double click opens the pdf file)

Association des parents d'élèves de l'école européenne de Bruxelles IV AISBL
 Parents' Association of the European School, Brussels IV Aisbl
 Elternvereinigung der Europäischen Schule Brüssel IV Aisbl
 Associazione dei genitori della Scuola Europea di Bruxelles IV Aisbl
 Elternvereining van de Europese School Brussel IV Aisbl

APEEE
 BRU IV

Board Meeting/Réunion du Conseil d'Administration

Date: 08/11/2011

Location: J-79, 2/03

Name	Signature	Proxy for
CENNI Antonio		
DE LORENZO Antonino		
HENRIQUES DE GRANADA Marc	<i>excused</i>	Haust N'chols
LEBEL Serge		
MANGOLD- LECOCCQ Isabelle		
NICKELS Horst		
O'BYRNE Aedin		
PAULUS Monika		
PIETTRE Eric		
PLUMHOFF Holger	<i>excused</i>	Medical reports
POPA Adela Raluca		
SABATINI Roberto	<i>excused</i>	school reports
SALMON Joëlle		
SCHULZE Erika		
SERGIO Giovanni		
SINDELAR Martina	<i>excused</i>	Haust N'chols
STREUL Carola		
WISCHERMANN Ralph		