

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
Oudervereniging van de Europese School Brussel IV Aisbl
Асоциация на родителите на учениците от Европейско училище Брюксел IV AISBL



**Board Meeting/Réunion du Conseil d'Administration
Brussels Tuesday 21th August 2012
Commission, JII -79, 27/03, 1040 Brussels: 12.30-14.30**

ATTENDANCE

Presents (7) : Serge Lebel, Jacopo Lombardi, Pascal Manzano, Joëlle Salmon, Erika Schulze, Carol Streul, Daniella Terruso.

Absent (excused) (7): Marc Henriques de Granada, Kunka Ilieva, Isabelle Mangold-Lecocq, Horst Nickels, Monika Paulus, Jacqueline Troquet, Ralph Wischermann.

Absent (6): Lucian Cernat, Martijn Hesselink, Anja Mangels, Martina Sindelar, Max Strotmann, Andrea Weber.

Eric Piettre, director of APEEE, also attends the meeting.

The following delegations have been sent for this meeting:

1. Marc Henriques de Granada gives his proxy to Joëlle Salmon
2. Kunka Ilieva gives her proxy to Erika Schulze
3. Isabelle Mangold-Lecocq gives her proxy to Joëlle Salmon
4. Horst Nickels gives his proxy to Joëlle Salmon
5. Monika Paulus gives her proxy to Erika Schulze
6. Jacqueline Troquet gives her proxy to Erika Schulze.

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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	

Some Board members come late, some leave soon. The order in which the minute items are reported in this document does not necessary reflect the actual order in which they were discussed during the meeting.

Erika Schulze chairs the meeting.

AGENDA

- 1. Updated state of play of the move to Laeken (Eric)**
- 2. P riscolaire**
- 3. IT services**
- 4. Jerome's contract**
- 5. Staff to recruit for the canteen**
- 6. Eric's contract**
- 7. AOB**

MINUTES

8. Updated state of play of the move to Laeken (Eric)

Eric gives a thorough updated state of play on the move to the new premises in Laeken.

APEEE personnel is still working at Berkendael site. Information on the move is given drop by drop by the school administration.

Telecommunication connection (telephone + internet) was forecast to be operative on next Thursday or Friday (23 / 24 August 2012) at the latest. But Belgacom accidentally cut a main cable. The expected delay for that to be repaired in order the whole school be equipped with a full telecommunication connection varies from 4 weeks to 7 months. For the time being, Belgacom will be able to provide the whole school with only 15 lines. The school director, Mr Schlabe, has then decided to grant the APEEE with only 2 lines. It is then proposed that APEEE buys 6 or 7 Gsm, and Eric trades off with Belgacom the extra cost of these mobile phones.

The reception by the School of the premises built up by the Régie des Bâtiments is planned to take place on 31st August, whereas the premises are already partially occupied. This reception is provisional for one year.

Canteen :Aquaviva warned that water supply will be cut off on 24th August, in order to increase the pressure that is currently inadequate. Metos (Canteen's equipment supplier) needs to make a test. Eric is still waiting for more information, but remains reluctant about it because another water pressure would falsify the test results.

APEEE offices : they are expected to be available to move in on Friday 24th August 2012, so that APEEE may be operational on the new site next week.

Eric reports that the APEEE offices would need some room fitting and space layout, possibly with removable partition walls. Then a budget is to be planned for that purpose.

Canteen is expected to be operational on Wednesday 04th September for a hot meal. On Tuesday 03rd and 06th September, the children will be given a cold meal, since these days are "half days" only.

Transport : Today, there are 1216 subscriptions to the service (As a reminder : about 700 children last school year) . A email was given each family to inform them about the bus lines and corresponding bus stops assigned to their kids. Next week, each family is going to receive a second message about the time schedule of the bus lines.

The transport service is put in place in two phases :

1. In September, the goal is provide a transport service to every enrolled child. Today, 27 bus lines in AM and 33 in PM (including Garderie OIB) are put in place. Thanks to perspicacity of Eric, all needed busses are available.
2. Later, after a couple of months, when feedback about the functional service is available, the service will be tuned up and rationalised.

It is suggested that 2 or 3 GPS devices are bought with pre-encoded bus routes in case of a new driver. It will divide the risk of having an inexperienced school bus driver.

9. P eriscolaire

All information is published on the website.

1. Price : 135 € / year. On Wednesdays 12:30-13:15, kids who take a picnic will be looked after at the restaurant.
2. For the kids Mat+P1+P2 on Friday 14th and 21th September, the price will be 20 € to keep them up to 15:30

Registration to p eriscolaire has started. The Board decides not to send now a message about the registration to p eriscolaire due to the move to Laeken.

Maryse has now entered all family data in the database. A blacklist of about 40 families who have not yet paid their APEEE fees for 2011-2012 will be set up.

As for the p eriscolaire regulation, Andrea has now amended the document in accordance with the discussion held in July.

Decision 2012-08-21_1 :The CA decides to adopt the p eriscolaire regulation. (Unanimity).

The p eriscolaire regulation will be published on the web site and also sent to the parents by email.

10. IT Services

Pascal is thanked for the job he did on IT services. He proposes now to collect user's needs in order to establish the relevant specifications of the new IT system. Some preliminary works conducted in the past could also be used as inputs to this task.

11. Jerome's contract

In line with a discussion at a previous CA meeting, the 80% part time job of Jerome is accepted at the unanimity.

Decision 2012-08-21_2 :The CA decides to extend Jerome's part time job to 80 %.

12. Staff to recruit for the canteen

Today, Aziz is a Misanet employee, and he works 6hours a day for the canteen. The team needs to be reinforced with 2 people : a new employee (in CDD) or we continue with Misanet for some time. Misanet is going to install a time clock (1 month of trial).

Due to the increase of school population (children + teachers), it is decided at the unanimity :

Decision 2012-08-21_3 : The CA decides to recruit 2 "commis de cuisine" in CDI at a monthly gross salary 1600 €.

13. Eric's contract

At its meeting of 2012-07-10, the CA decided unanimously to continue Eric's contract. It also decided unanimously to empower Horst, Erika and Marc to negotiate contract terms within the given budget perspective (Decisions 2012-07-10_1 and 2012-07-10_2).

Then, last week, Marc and Erika met Eric to discuss about his working conditions and salary. They report their discussion and the various propositions to the CA.

Decision 2012-08-21_4 : The CA decides to recruit Eric with a CDI contract on the basis of what has been decided during the discussion he had with Marc and Erika.(Unanimity).

Marc will send a mail to Joëlle with what has been agreed, so that she can prepare the new contract by September 1st.

14. A.O.B.

None

The meeting is closed at 14:30.