



Board Meeting/Réunion du Conseil d'Administration
Brussels Tuesday 27th September 2012
Commission, JII -79, 1040 Bruxelles: 12.00-14.30

MINUTES

Presents: Martijn Hesselink, Anja Mangels, Kunka Ilieva, Horst Nickels, Joëlle Salmon, Martina Sindelar, Carola Streul, Ralph Wischermann, Jacopo Lombardi, Eric Piettre, Maximilian Strotmann.

Absent (excused): Lucian Cernat, Serge Lebel, Pascal Manzano, Monika Paulus, Erika Schulze, Jacqueline Troquet, Andrea Weber, Marc Henriques de Granada, Daniella Terruso.

Absent: Isabelle Mangold-Lecocq.

The following delegations have been sent for this meeting:

1. Erika Schulze gave her proxy to Joëlle Salmon.
2. Monika Paulus gave her proxy to Joëlle Salmon.
3. Serge Lebel gave his proxy to Joëlle Salmon (or HN/ MS/ ES).
4. Pascal Manzano gave his proxy to Ralph Wischermann or Martijn Hesselink
5. Marc Henriques de Granada gave his proxy to Joëlle Salmon.
6. Daniella Terruso gave her proxy to Martijn Hesselink (or HN).

Horst Nickels chairs the meeting and welcomes members.

Agenda:

1. *Adoption of Agenda*
2. *Approval of Minutes (August 21 and September 11)*
3. *State of play services (Eric)*
4. *Legal check of responsibilities and possibilities to close down all or parts of the services run by APEEE*

5. Endorsement of APEEE on Jacopo's letter on casiers to Kivinen

6. GAnext steps

7. Document on class reps (attached)

8. Infrastructure on school-site

9 AOB: information on:

- *Changes in staff regulations /introduction of school-fees*
- *GPS convention*
- *Interparents and Educational Council*
- *Meeting with class reps on 4th October 2012 (CSM2 Auditorium)*
- *Expression on Gratitude to everyone involved in the “big” move.*

1. Approval of agenda

Carola asked to postpone item 4 from the agenda until its purpose was clarified. The president and other board members wish to keep it, explanations will be given.

The agenda is approved without modification.

2. Approval of Minutes of August 21 and September 11: The minutes of August are not yet available. Minutes of September 11 are approved and will be published on the web.

3. State of play Services

Eric reports on the services:

Canteen

Regarding the water and Softener topic: the two controls requested by Horst and Joëlle (12-09-2012) on softener and water have done. Greenline and Vivaqua reports have been delivered. The maintenance suggested by Vivaqua has been done on last September 24th. Everything is fine with water.

Secondary dis-organisation gives problems. Stephan set up a system of badges which will be implemented on October 1st with punctual checks. There is no monitor for secondary “canteenists” – 2 should be a minimum to manage the current anarchy.

Cafeteria for Teachers is ready and will start on 1st October - only hot meals like for children. Some "last" equipment should be installed soon.

Misanet organisation is now completely set up (73,75 hours/week – 47,75 hours on WED) and the 2 new commis cuisine are well integrated to the team.

The timing of the team in the kitchen requests additional 15 min per day. This equals 6 days on a total of 180 school days → to be recovered during summer holiday period. The team agrees on this proposal.

Decision 2012-09-27_1: The CA decides to adapt the timetable of the team in the kitchen, adding 15 minutes per day to be recuperated during the school holidays (6 days) - Approved by unanimity.

Some members report their kids really enjoy the canteen this year. Place for the "tartinistes" will be discussed under AOB.

Transport

The service is always in the set up phase but progresses are done every day (# calls decreases in the morning). Although some pending lines have to be "finalised" (timing, routes) and 21AM is a real topic.

Monitors ALE: Eric met the director of ALE's Laeken. Finally it is agreed that APEEE can use 70 cheques a month in place of 45. This will generate soon positive points: Same monitors on AM and PM lines, decreasing administrative work. The priority was to put ALE on general lines where check must be done at the stop. For the GPS line, there will be monitors but this was not a priority as the lines are direct and the OIB monitors always on the stop to pick up the kids.

of busses = 27 AM busses, 27PM busses, 6 Garderies and 4 périscolaires.

Eric reports that the transport manager has to work without the help of his assistant who is on sick leave since September 1st 2012 and so far until the end of the month, which leads to an important additional work load.

Périscolaire

Périscolaire started on Monday 24th as planned.

3 monitors were missing on Wednesday replaced by APEEE team (Jerôme, Olivier, Manuela)

Summary program 2012-2013:

- # open activities: 53
- # validated activities: 31
- # courses: 37
- # of participants: 520 (including those on the waiting list, excluding the ones who can switch to 2nd choice activities because of no sufficient number of participants in some activities)

Ralph informed he prepared a document with specification for an IT system to manage the services of APEEE. The document has been sent to Pascal, Joëlle and Horst. As nobody has special knowledge around to table on this matter, it is suggested that Ralph works with Pascal to ask an offer, if possible to different developers.

Decision 2012-09-27_2: The CA mandates Ralph to launch a call for tenders to develop as soon as possible an IT system by unanimity.

4. Legal check of responsibilities and possibilities to close down all or parts of the services run by APEEE

Horst reports he met the Presidents of Bxl II and III regarding the intention of some MS to set up fee for the European Schools and to stop reimbursement of bus costs. He states the CA should be discuss what would happen if we are obliged to close down the services for whatever reason and would like a legal check of our responsibilities. For Martijn the contractual engagements are easy to check and will depend on the situation when a decision has to be taken. No reason to have a legal check now.

For Carola the first question should be do we want to close it or not. Joëlle recalled beside the contracts, there is the statute and organising services is one of the purposes of the association. Changing the aims of the statute must be decided in General assembly. More than that, we should check the history of the European Schools and why the parents associations are doing

this. For example, the "convention cantine" refers to decisions taken by the Board of Governors in May 1966. We should first read all documents published on the SG website. Max suggested to make a list with what is done by parents in the ES and in the national systems and analyse if we want /can keep it like that for the same well-being of children. It is finally decided to create a working group to discuss this point. So far, Horst and Martijn will be part of it.

5. Jacopo's letter on lockers: Jacopo explained what he did on his name regarding the costs for lockers. As he didn't get any reply nor from school, Kivinen or Commission, he would like a new letter to be sent by APEEE before the school sends invoices to parents. He will adapt his first letter and Daniella is requested to check the draft before sending it.

6. GA next steps: Ms Cheron informed we can have the room at school (salle polyvalente) on December 5th. This date must be announced to the members, via the class representatives and published on the website of the Association on October 24th at the latest. Parents must send their point for November 14th and documents must be available for November 21st 2012.

We have to report for the school year 2011-2012. Eric already informed the financial report is nearly finished. The audit with Ernst & Young on results 2011-2012 will take place in October. Contribution for the activity report and points to discuss must be sent to Joëlle. Kunka would like to have a point on the work done for the move and particularly expression of gratitude and huge thanks for the APEEE staff.

To be clarified: the intention of the CA members in their first year mandate who never come to the board meetings. Horst will send a mail.

7. Document on class rep discussed with AOB points.

8. Infrastructure on school-site: Horst met Mr Schlabe about this point. The school is aware on the lack of material, etc and is working on it. There is no need for APEEE to do something at the moment. Contact has been taken with SOMERFESTO committee as it states last year the money collected during the party should be used for the kids at the new school. Some sport halls are OK now but one is still blocked due to water problem.

9. AOB

GPS convention is signed by the three parties and will be returned to OIB this afternoon.

There will be a meeting for class representatives on 4 October 2012, in the auditorium of CSM2 (DG REGIO). Invitation already sent. Martina revised the descriptive document on class rep. which will be published on our web. Monika already informed she wanted to inform parents about SEN Group.

Expression of gratitude for the staff. We should reward the staff who worked days and nights, even during the WE in very bad conditions the last two months. Giving holidays is not possible: they have already so many hours to recuperate that probably everybody will be on holiday during All Saints and Christmas. Prime not good neither as more than half of the amount is for taxes. The CA decided to offer them "chèques-cadeau" (FNAC, Delhaize, Inno:). Eric will check what type of chèques and Marc must check the amount we can afford.

Eric reports on the official inauguration of the school. Mr Schlabe would like to have the VIP reception in the canteen (500 people). Apparently it will be too difficult to launch a call for tenders and too expensive. School asked if APEEE can provide as special lunch for the VIP.

Problems: the two floors are occupied by children who go on GPS, we don't have material and staff for a VIP lunch. We can serve a lunch but it must be the same menu as the one for the kids. Of course we can provide wine or champagne but it is probably not what school expects.

Notetaking by Joëlle