

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



Administrative Board Meeting / Réunion du Conseil d'Administration

Brussels Tuesday, 29 August 2013

12:30-14:30

Room: J-79 02/03, Rue Joseph Deux, 79

Present: Steve O'Byrne, Erika Schulze, Daniella Terruso Joëlle Salmon, Carola Streul, Benoît Vandergeeten, Iseult Lennon Hudson, Ralph Wischermann, Jacopo Lombardi, Max Strotmann and Eric Piettre, Director of the APEEE.

Excused: Sarah Conyers Barber, Nigel Freake, Josephine Usher, (all proxy to Iseult), Martina Sindelar, Kunka Ilieva (proxy to Steve), Marc Henriques de Granada, Pascal Manzano, Serge Lebel (proxy to Max), Christian Drantmann, Anja Mangels, Monika Paulus (proxy to Erika).

Some Board members only attend part of the meeting. The sequence of points minuted is not necessarily as discussed.

Steve O'Brien chairs the meeting.

Draft Minutes

1. Adoption of draft agenda

Adopted.

2. Adoption of minutes of meeting of 9 July 2013

Adopted with small changes, as circulated before the meeting.

Points for information / discussion

3. Report on services.

Eric briefs on the basis of his written report.

Big thanks from all the board to Eric and the whole team for the great work over summer! Very happy to hear the good record in dealing with parents requests (no outstanding replies). Equally good to hear that the IT system is running very well, much easier for the team as well as for parents. Also good: the payment situation has clearly improved ("gentle persuasion" works :-). Staff training was well received and will be continued.

Transport: Great work. 34 bus lines are set up, same numbering for am and pm, and 6 garderie lines. The 2nd departures planning is only now possible, after figures were received from the school, starting next Thursday. Monitors are briefed today. Members stress the need to be prepared for the difficult first days, learning from last years' experience (bus numbering at the school in particular).

Canteen: Also here the process was/is well managed, with a very good team effort. Particular thanks to Stéphane & co (:-). The Misanet contract is continued, the lunchtime schedule will be clarified on the APEEE website. Two staff members (chef de salle & commis) have been recruited.

Périscolaire: Same thanks to the team for good work. Unfortunately, the new primary timetable makes some lunchtime courses not possible (for P3-5, Mondays and Fridays). Eric will check with the school urgently. Contracts with music teachers are about to be finalised (group or individual lessons). There were some IT issues but good experience with rapid reaction by contractor.

4. Information meetings for parents during first days.

Steve sees two options: either in the evening before the regular class meetings or in the morning of the first day after start of school. Members consider it best to link such meeting to a general welcome by the school in particular to new parents, in case such welcome is organised.

Members also suggest considering separate meetings during the year within language sections esp on pedagogical issues. The canteen team anyway plans to continue their usual information evenings.

Steve will check with school whether any welcome meetings are planned, in particular on Tuesday (first school day) morning. Eric will check options to possibly offer coffee.

5. Book sales.

Steve reports on plans to have publishers visit on 9 or 11 September to sell books for the EN section. Members discuss ideas to organise second hand books fairs, possibly on Friday morning. The DE secondary has some informal tradition to collect and pass on books. So does the NL primary.

Other schools have their own established systems, which also provide a source of some extra income for the community fund and members consider it easiest to adopt / adapt an existing system from another school.

To test parents' interest, ideas and preferences in such used books sale, Steve will write to secondary class reps, as a start.

6. Outcome of board evaluation meeting in July

Postponed to next meeting.

7. Upcoming board meetings

Steve presents a draft planning for the next year and invites comments until next meeting.

8. **AoB**

- Vending machines: Steve will finalise the draft letter circulated earlier.

- Cost sharing: Iseult informs about a meeting of Interparents next Friday to prepare for the upcoming extraordinary Board of Governors meeting on financing of the ES system. The board will prepare internally by email. There is very considerable concern about secondary reform plans.

- Electronic access identification for parents, considered by the school: To be looked at in more detail, also in context of the various existing card systems already in use (lockers, canteen, privacy etc).

Note taking by max.