

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
Asociația de părinți elevilor de la Școala Europeană de Bruxelles IV AISBL



**Admin Board Meeting/Réunion du Conseil d'Administration
Brussels Tuesday, 29 April 2014
Spa Building, rue de la Loi 80, 1040 Brussels,
room 2-03 from 12:30-14:30**

Present: Kristin Dijkstra, Sarah Conyers Barber (late), Christian Drantmann, Iseult Lennon Hudson (late), Jane Okafor, Eric Piettre, Alessandro Roggi (late), Joëlle Salmon, Josephine Usher, Natalia Vandenberghe, Benoît Vandergeeten, Ralph Wischermann

Excused: Salima Atiaoui, Marc Henriques de Granada, Horst Nickels, Carla Sabeva, Martina Sindelar,

Absent: Rachid Ahajjam, Tobias Stricker, Patrick Ten Brink, Cristina Vanberghen

Proxies: Salima Atiaoui to Kristin Dijkstra, Marc Henriques de Granada and Martina Sindelar to Joëlle Salmon

Minutes (approved on 13.05.2014)

1 Approval of agenda

- Sarah requests that a point be added to the agenda, to discuss the Yale Alley Cats singing group.

2 Open Days

- Remind parents to enrol for transport and canteen. Ralph will attend.

3 Disciplinary Councils

- According to the rules for Disciplinary Councils, parents may request a '*personne de confiance*' – either a teacher or a parent – to attend and assist at the meeting. The Secretary General appeared to suggest in an email to the school that the parents' representative should be present during the deliberation. Until now, this has not been the case at Laeken: the child, parents and parents' rep (teacher or other) are outside of the room during deliberation. Joëlle will clarify the position with the school.
- APEEE Board Members have been requested to 'assist' during Disciplinary Councils. *Personnes de confiance* need training – is it a good idea for parents, even if they have this training, to take on this role? In what function can/should the APEEE and Board

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Comptes bancaires	Général, cotisations	BE3413 253154 5590	Banque Delta Lloyd
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	Activités périscolaire	BE3413 253154 5489	

members be involved? The Board agreed that this should be decided on a case-by-case basis, but it must be clear that although Board members have the right to assist if they are asked to do so, they are not obliged to do so. Further, parents should be made aware that they do not have to ask a Board member – the Secretary General has confirmed that any member of the Parents Association (i.e. any parent in the school) is able to fulfil this role if asked.

- There is a perception that the school is lacking a hierarchy of reprimand, clear rules, and clear categories of types of misbehaviour. What steps are taken before a Disciplinary Council is called? Is statistical information about Disciplinary Councils included in the school's annual report to the Sec Gen? Iseult is working on this issue with input from other Board Members and will ensure that it is followed up.

4 Pedagogical Matters

- Joint Education Council – May 6
 - Discuss the need for a hierarchy of reprimand.
 - Evaluation of Anti-Bullying policy, which was placed under the Health & Safety Committee last year.
 - Cafeteria: discussion of whether/how this point should be discussed at the JEC or whether it would be better served by having a separate, dedicated meeting on this topic. Joëlle insists Horst to participate to this JEC meeting as this point was put on the agenda by the school. Mr Schlabe replied to our letter of 14.04.2014 refusing a meeting with APEEE responsible because cafeteria is one of the JEC topic.
- The practice of communicating via Yahoo Groups is problematic and needs to be addressed. It is necessary to find a more effective way of communicating with parents so that meetings are clearly announced and parents informed in time to get involved in these meetings. Strive to improve transparency.
 - a. Also with regards to transparency: Iseult will provide the Communication team with the Education Council minutes she has, and will propose that in future we follow what Uccle does: the APEEE publishes the dates of the meetings and links to the school website for the minutes, as these meetings are officially school meetings. The school also needs to publish its policy documents, for example its Behaviour policy for secondary students.
- We need to make a clear list of all the Working Groups on the APEEE level, school level, etc. Currently we do not have an updated overview of which groups exist, what they are doing, who is leading them or their members.
- Iseult will send Alessandro an updated list of members of the various Pedagogical Working Groups for the APEEE website.
- Student exchanges will be discussed at the next meeting.

5 Health and Safety Working Group

- The Health and Safety Working Group has been set up by Christian and had its first meeting on 28 April.
- Access to school: Rue Medori. The APEEE officially supports the opening of a pedestrian-access gate onto Rue Medori. This request will be recalled during the meeting of "Comité Sécurité et hygiène" on 29 April.
- Meeting with the Commune of Laeken on 29 April regarding their proposed Mobility Plan. In attendance were Christian Drantmann, Mr Schlabe, Mme Cheron, 2 parents living near school and briefly the mobility *échevin* for Brussels. The proposals were

explained to the Board and are being followed up by the Health and Safety Working Group.

6 Communications

- The first APEEE newsletter is ready and will be sent out monthly.
- Work is on-going on the guide for new parents.
- Discussion of creating a Facebook page – a closed group, inviting parents via email. A test project will be conducted with Board Members.
- Yale Alley Cats: since will not possible to use the Community Fund until the rules and regulations are defined and approved (next CA meeting), it was decided to approach the school about using the contested 60 euros paid by Secondary parents for ‘cultural activities’ to pay for a visit and possibly some workshops from this singing group. Their visit to Laeken last year was a success.