

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 ai elevilor de la Școala Europeană Bruxelles IV AISBL



Admin Board Meeting/Réunion du Conseil d'Administration

Brussels Tuesday, 20th December 2016

Location: CCAB, rue Froissart 36, 1040 Bruxelles, room: AB/2C, 12:45-14:38

Present: Françoise Bodenez, Sarah Conyers Barber, Catherine Daguet-Babich, Dorothee Farwerck Lefort, Catherine Hennessy, Sarah Ironside, Iseult Lennon Hudson, Gareth Dafydd Lewis, Victoria Petrova, Stefana Puiu, Graziella Rizza, Sven Roehr, Tobias Stricker, Iulian Vasile, Sophie Weisswange, Ana Marie Zaharie.

Absent: Michela Beati, Kristin Dijkstra, Josephine Usher.

Excused: Christian Drantmann, Karim Kettani.

Proxies: Christian Drantmann to Sarah Ironside, Sarah Ironside to Sophie Weisswange from 1:50 pm.

Guest: Manuela Pamio, secretariat of APEEE, Eric Piettre, the Director of the APEEE of Brussels IV.

Minutes 20.12.2016

1. Approval of the agenda + minutes of 29/11/2016.

APPROVED

Mr Vasile enters at 12:46 pm. Ms Petrova enters at 12:48 pm.

2. Prevention training. Cost estimation: 9000 euro.

It is referred that some children in Primary and Secondary cycles are victims of bullying at school.

Ms Daguet-Babich, Ms Lennon Hudson and Ms Zaharie enter at 12:50 pm.

The President clarifies that this point is for discussion and not for decision because the Board has not received a quotation including all supporting documents.

Ms Lefort explains that the APEEE of Brussels I has organized a conference on this topic with Ms Piquet, founder of "Chagrin scolaire" centers. The conference on equipping children to deal with bullying will take place in Brussels on 10th January 2017. The aim is to demonstrate how a bullied

child can act directly, change attitude and deal with bullies. The discussion focuses on the "Unplugged program" financed by the EEBIV. This program for secondary children is more generic and includes anti-bullying practices and development of self-esteem.

ACTION: Ms Lefort will contact the VP Pedagogical affairs for the follow-up of the "Unplugged program". With reference to the prevention training, Ms Lefort will submit to the Board a complete dossier including all arguments related and budgetary provisions for decision. She will submit the estimated costs and the budgetary implication until the end of June and the prevision from 1st September 2017, two different budgets are concerned. The President communicates to the Board a new good practice: a vote can be expressed only if based on a well-documented dossier previously submitted.

Ms Petrova points out that the parents' association should take an active role in prevention and adopt sanctions if necessary. The discipline point included in the transport rules should be revised.

3. Welcome to our new and returning colleagues.

There is a brief introduction of all participants. Ms Conyers Barber enters at 1:25 pm. All board members present expressed their interests in improving the school community in different areas. A welcome package that can be updated by each administrator is available for new members. The President points out that now that the cafeteria has been opened, IT development should be the next challenge. She refers that a plan and an archive structure must be defined.

4. Quick feedback from the GA.

The President points out that the preparation of the last GA has requested a lot of time and energy. She thanks all invisible people who have worked for this event.

5. Reply to e-mails sent to the President's mailbox.

The President points out that all questions sent to the president's mailbox must be answered by services within a "reasonable" period of time. Ms Rizza enters at 1:40 pm. It is proposed that the President may answer to the e-mails directly forwarding the request to the right service.

6. AOB.

➤ State of play canteen

The Director of the APEEE refers that the cafeteria is now fully functional. The technical problem linked to the PayPal system has been solved. The parents' association has to communicate regularly with parents and reminds them to recharge the payment badge. Ms Ironside leaves at 1:50 pm and gives her proxy to Ms Weisswange.

It is clarified that the cafeteria is part of the canteen service and the APEEE membership fee must be paid to use this additional service. The Director points out that a clear communication to parents needs to be prepared in this sense and added to the next canteen rules.

With reference to the cafeteria staff, the director explains that the parents' association may not make more than four fixed-term contracts (CDD) for a 24 month period to the same person according to the social secretariat.

Vote to extend the contract of two cafeteria workers (Ms Ngangue Emaha Tchakam Clarisse and Ms Mugeni Marie Josée) from 9/01/2017 to 7/04/2017:

The Board agrees unanimously to extend the contract of two cafeteria workers (Ms Ngangué Emaha Tchakam Clarisse and Ms Mugeni Marie Josée) from 9/01/2017 to 7/04/2017.

It is referred that the EEBIV could provide English language courses to the canteen staff from 23/01/2017. A confirmation from the school direction is expected in the coming weeks.

The discussion focuses on what the APEEE can do in addition of normal services: canteen, transport and extra-curricular activities. The question is if the parents' association is interested in managing other activities, included in the extra-budgetary line of the school, such as: school trips, year book, lockers.

The treasurer points out that if the APEEE wishes to go in this direction they should create a new "box" to the APEEE for serving these purposes. This could give a lot of visibility to the APEEE in terms of value-added. The treasurer refers that all Board members should think about the inherited situation. All board members need to study carefully the current situation in order to make proposals. The Board should reflect on strategic matters. The team building is a good time to discuss more generally about the services offered by the School and the APEEE as well as on the increase of visibility.

Mr Roehr leaves at 2:15 pm.

➤ **Somerfesto**

One board member requests clarification and more transparency about the last Somerfesto. Ms Lennon Hudson showed previously to the APEEE treasurer an organized and detailed state of the Somerfesto account referred to the last year. It is pointed out that there was no link between the Somerfesto committee and the Administrative Board of the APEEE last year. If the Somerfesto is under the APEEE umbrella, the procedure should be more flexible. The parents' association should have then a "subgroup" Somerfesto, getting the estimated information of the related costs covering this activity.

➤ **Statutes**

Ms Hennessy presents to the Board an unofficial EN translation of the 2012 Statutes of the APEEE of Brussels IV. This EN version matches with the FR version and can be posted on the APEEE website.

She clarifies that only the French version published on the Moniteur belge is legally binding. All Board members thank Ms Hennessy for her work. Ms Hennessy leaves at 2:25 pm.

Ms Petrova recommends that a Christmas message reminding the recent terrorist attack in Berlin be posted on the APEEE website.

The meeting ends at 2:38 pm. Next meeting date: Thursday 12th January 2017 from 12.30 to 2.30 pm.