



## **Admin Board Meeting/Réunion du Conseil d'Administration**

**Brussels Friday, 9<sup>th</sup> February 2018**

**Location: CCAB, rue Froissart 36, 1040 Bruxelles, room: AB 0A, 12:40-14:45**

**Present:** Michela Beati, Catherine Daguet-Babich, Kristin Dijkstra, Dorothée Farwerck Lefort, Mariana Ghitoi, Alexandre Grigorescu-Negri, Ambar Hernandez Pacheco, Sarah Ironside, Karim Kettani, Serge Julvecourt, Fanny Lacroix-Desmazes, Eleonora Pezzarossa, Graziella Rizza, Tobias Stricker, Sophie Weisswange.

**Excused:** Emanuela Innocente, Angela Muraca, Victoria Petrova, Iulian Vasile, Pénélope Vlandas, Ana Maria Zaharie.

**Proxies:** Mariana Ghitoi to Alexandre Grigorescu-Negri from 13:27 pm, Emanuela Innocente to Graziella Rizza, Iulian Vasile to Karim Kettani, Pénélope Vlandas to Catherine Daguet-Babich, Ana Maria Zaharie to Dorothée Farwerck Lefort.

**Guest:** Milena Beumers - Le Doaré, communication officer APEEE, Manuela Pamio, secretariat of APEEE, Eric Piettre, the Director of the APEEE of Brussels IV.

### **Minutes 9.02.2018**

Ms Beati chairs the first meeting of the new Administrative Board and gives a special welcome to the new board members.

She explains briefly the frequency of meetings, the use of proxies and how the agenda is structured within the time allocated.

A round table introduction of members and attendees is also made.

#### **1. Approval of the agenda.**

One item on security incident is added to the agenda under AOB.

The agenda is adopted as amended.

#### **2. Functioning of the Board.**

##### **2.1 Introduction – Distribution of roles – Date's proposal.**

It is agreed to fix a team-building to distribute functions within the Board ideally by the end of February. The aim is to give all members the opportunity to know each other better and to reflect on what role they could consider taking on.

**ACTION:** With reference to the team-building, Mr Piettre will send to the board members the proposed dates via doodle. This team-building could be planned on Saturday or Sunday, from morning to afternoon, or during the evening. All board members will receive a "Welcome Pack" (all rules and presentations) by e-mail.

## **2.2 Social fund.**

It is explained that the last General Assembly agreed the setting up of the Social Fund by 1<sup>st</sup> April 2018. Ms Ironside and Ms Rizza met last Saturday and worked together in order to set up very quickly the basis to have the Social Fund working. The current suggestion is that the committee is composed of a minimum of three and a maximum of seven members who must all be APEEE Board members. The aim of the Social Fund is explained. The Social Fund is established in order to support families that have financial difficulties and to pay things directly related to the school such as school trips.

The Treasurer explains that the working modalities of this fund need to be conceived. It is important to keep the highest level of confidentiality on sensitive matters and to involve the school in order to lower the risks at the minimum and to ensure that we are ready to start.

Ms Ironside and Ms Rizza submit to the Board two requests received from the school direction in order to support two families for their school trips. They ask the Board to adopt an exceptional transitory measure which covers 72% of the total sum request of funding.

**Vote:** Does the Board agree to exceptionally in advance of the formal creation of the rules to inform the school that without setting a precedent, that the Board has agreed to support the two projects requested to a sum of 500 euro each (72% of the total sum)?

- 16 in favour
- 2 abstentions
- 0 against

- Who wants to be part of the Social Fund Committee?

Mr Julvecourt, Ms Pezzarossa, Mr Kettani, Ms Ghitoi, Ms Beati wish to join the Social Fund Committee. The majority of language sections are represented (FR/IT/EN/RO/NL).

## **2.3. Communication – Distribution of tasks – Events**

For information, Ms Weisswange sent to the Board members:

- The calendar of events for the remaining year.
- The French version of the current Statutes of the APEEE of Brussels IV which is legally binding.
- The organizational chart to be updated.

She draws the attention to the fact that Somerfesto will be held on 26<sup>th</sup> May 2018. It is clarified that the calendar of all meetings of APEEE, including the working group meetings, will be updated on Bitrix by the Secretary of the Board.

### **3. DAO.**

The Treasurer insists on the fact that we need to take a decision on DAO today. The aim is to go ahead, to discuss with the company and to set a timeline because the budget was already quantified. We need to know if we can start, when we can have the deliverable, what needs to be fine-tuned. Mr Grigorescu - Negri expresses his interest in being involved with DAO task.

**Vote:** Who wants to vote on DAO today?

- 12 in favour
- 4 abstentions
- 3 against

The Board agrees by large majority to vote on DAO today.

**Vote:** Who is against to continue with DAO?

- 0 against

**Vote:** Who abstains to continue with DAO?

- 5 abstentions

**Vote:** Who is in favour to continue with DAO?

- 14 in favour

The Board agrees by large majority to continue with DAO.

### **4. Somerfesto – Appointment of a new Committee.**

The Director of the APEEE of Brussels IV refers that the Somerfesto Committee is now completely empty and there is a lack of communication.

- Is someone interested in joining the Somerfesto Committee?

Mr Julvecourt and Ms Hernandez Pacheco wish to join the Somerfesto Committee. Ms Rizza explains that there is a Board member from the Italian section interested in handling the financial matters of the Somerfesto.

### **5. Community Fund.**

Following the resignations from the APEEE Administrative Board of Ms Usher and Mr Drantmann, it was necessary to have a Board member to ensure a complete committee. Ms Rizza kindly agreed to be the second Board member ad interim acting as member of the APEEE Community Fund Committee.

Two votes are necessary on:

- The Library project
- The appointment of the new Committee members (APEEE Community Fund Committee)

## **- Library project.**

The APEEE Community Fund Committee received from the school librarian a request for funding.

This project regards an art exhibition in the library based on the books written by the author C. Langrage. Ms Rizza elaborated this project and suggested including also an art competition based on the exhibition.

**Vote:** The APEEE CFC unanimously supported the librarian's project as it stands adding the proposal that an art competition is organized and asks the Board for their support to the same (total maximum amount of funding: 3400 euro).

- Unanimity

The Administrative Board of the APEEE of Brussels IV unanimously agrees to support the Library project adding the art competition (Maximum amount of funding: 3400 euro).

## **- Appointment of new Committee members.**

It is explained that the current APEEE CFC is composed of Ms Ironside (Chair, EN section), Ms Vignati (Treasurer, IT section), Mr Drantmann (DE section), Ms Usher (EN section). The APEEE CFC, which has now three vacancies, proposes accepting the application from the NL section, Mr Julvecourt and from the FR section, Ms Hernandez Pacheco and Ms Garcia Toledo.

**Vote:** The Administrative Board of the APEEE of Brussels IV agrees to have Mr Julvecourt, Ms Hernandez Pacheco and Ms Garcia Toledo as members of the APEEE CFC:

- Unanimity

The Board unanimously agrees to have Mr Julvecourt, Ms Hernandez Pacheco and Ms Garcia Toledo as members of the APEEE CFC.

## **6. Vacancy job: Canteen manager.**

It is clarified that this point is for information.

## **7. Students' Account.**

The Treasurer points out that we have to reflect with the Pupils' Committee what to do and eventually consider putting some money for activities that they wish to propose.

The Director of the APEEE refers that the rules of the Pupils' Committee will be presented to the APEEE of Brussels IV and the EEBIV soon.

## **9. Pedagogical points:**

### **9.1 Prevention.**

Ms Lefort explains to the new members the role of Virages Association for the prevention of bullying in P3 and S1 classes.

She would like to organize a conference in order to present to parents the action implemented by Virages at the EEBIV as well as the new policy. Some aspects need to be confirmed: date of the conference, interpretation, web streaming.

Ms Beati, Ms Pezzarossa, Ms Lacroix-Desmazes, Ms Ghitoi, Mr Grigorescu-Negri and Ms Hernandez Pacheco are interested in joining the prevention working group.

The Board thanks Ms Lefort for her constructive work.

## **9.2. Workshop on positive discipline -“Fair play Facilitator” program - Sweatshirt.**

Ms Pezzarossa refers to the Board the following ideas coming from parents:

- The introduction of workshops for parents and teachers on positive discipline instead of punishments. The purpose is to put in place a common language, behavior and approach to face misbehaviors.
- A Fair Play-Facilitator program to teach children outdoor games (for example scout activities).
- For Somerfesto / Other events: suggestion to design or make sweatshirts of APEEE to give a sense of belonging to the school and to the community.

## **10. AOB.**

It is clarified that pupils' reports of a security incident at the EEBIV are not true. It is important to inform parents that this was a rumour, confirmed by the school management.

The board meeting ends at 2:45 pm. Some attendees arrived late or left early.