



**Board Meeting /Réunion du Conseil d'Administration**  
**Brussels Thursday 16<sup>th</sup> June 2011 / Jeudi 16 juin 2011**

**CSM 1 4/123 rue Père de Deken 23, 1040 Etterbeek : 12.30-14.30**

**MINUTES**

**Present: Henriques de Granada Marc, Lebel Serge, Mangold - Lecocq Isabelle, Nickels Horst, O'Byrne Aedín, Paulus Monika, Plumhoff Holger, Sabatini Roberto, Salmon Joëlle, Schulze Erika, Sindelar Martina, Streul Carola, Wischermann Ralph.**

**Absent (excused): Beltrame Francesca, De Lorenzo Antonino, De Waard Wouter, Mangold-Lecocq Isabelle, O'Donoghue Aingel, Popa Adela Raluca, Sergio Giovanni, Streul Carola.**

**Absent : Cenini Antonio.**

The following proxies had been sent for this meeting:

- 1) Mr De Waard gave a proxy to Ms Schulze.
- 2) Ms Streul gave a proxy to Ms Salmon.



**Point 1 Agenda** – The agenda was adopted as proposed

**Point 2 Minutes of May 26** – The minutes were adopted with comments from Erika and Carola

**Point 3 Recruitment of a Director**

After the presentation of the results of the selection committee the board decided:

**Decision 2011061601:** The post will be offered to the proposed candidate.

**Point 4 Budget – Cost effectiveness of Association.**

The decision on management was postponed to the next meeting, the analysis on the budget forecast for the next school year should be completed next week.

The real cost of the Parents Association Brussels IV services was the object of an interesting discussion among board members. It emerged that costs were getting higher and prices were too low to cover costs.

The average cost, the treasurer said, should decrease with the increase of enrolments and the school population.

With reference to the canteen, Mr Henriques de Granada stated that the canteen was subsidised by the OIB who paid meals for the "garderie" children on Wednesdays and snacks on Fridays and the positive cash flow was due to pre-payment by the parents, in particular, the advanced payment of membership fee.

The discussion focussed on how to handle the canteen service in order to reduce the deficit, different points of view were expressed.

Ms Paulus suggested changing the menu for school lunches in order to avoid food waste at school.

On the other hand, Mr Sabatini described the situation at the European school of Brussels I where parents whose children bring packed lunches are obliged to pay a minimum contribution.

With reference to the price increases, Ms O'Byrne was not in favour of this measure because this decision could cause more canteen cancellations.

At 1.35 pm Mr Lebel left.

More parents, Mr Wischermann said, should be invited to join the canteen working group in order to look after the wide range of issues relating to the canteen.

At 1.45 Mr Wischermann left and proposed that the Board members to fix an earlier start time for the meetings.

**Point 5 Access to transport database.**

Ms Paulus informed the board members that this issue was solved.

**Point 6 State of play website.**

The Association staff was completing the data transfer from the old website to the new one.

The launch of the website is foreseen for 1<sup>st</sup> July.

**Point 7 Somerfest. State of play.**

The proposal of President to invite staff to the Somerfest was postponed.



According to Ms O'Byrne , Somerfesto should be open to the parents of the other schools. The discussion concentrated on organizational aspects. Ms Sindelar pointed out the difficulty of organizing without an exact figure of participants, in particular to provide food through the mobilization of volunteer parents.

**Point 8 End of the year lunch.**

It was decided to fix on 30<sup>th</sup> June at 1.30 pm the end of the year lunch. The lunch proposed will be the same offered to the pupils at the canteen.

**Point 9 SEN.**

Ms Salmon expressed doubts about sending the letter, the delicate issue of SEN assistants' wages was a prerogative of the school.

The Association did not want to interfere with the school's HR policies but salaries for SEN assistants should be adapted to what was normally paid to specialized trainers.

The decision to send a letter to Mr Schlabe about SEN assistants was adopted.

SEN assistants should be selected on the basis of their level of experience not on wages.

**Point 9 Interparents. Hosting of Interparents meeting?**

The decision to host Interparents meeting at school between 3<sup>rd</sup> and 4<sup>th</sup> October was postponed to the next meeting. Ms Paulus underlined that Ms Popa should be present for this decision.

**Point 10 Relations with school. Provision of services on the last day of school.**

According to the communication from OIB, the last school day, 8<sup>th</sup> July, Berkendael garderie will be closed but the other after school care centres will be open to the pupils.

On 8<sup>th</sup> July Ms Paulus explained, pupils who were not enrolled for the garderie bus on Friday, could buy a bus ticket for the bus to the "garderies".

Next Friday, the Bus Company, Eurobussing, will be contacted in order to reserve an extra-bus.

**Point 11 – Drafting of regulations.**

POSTPONED

**Point 12 Any other business.**

POSTPONED

The Board meeting finished at 2.15 pm.