



**Board Meeting/Réunion du Conseil d'Administration**  
**Brussels Thursday 19<sup>th</sup> May/ Jeudi 19 mai 2011**

J-79, 2/03: 12.30-14.30

**MINUTES**

**Present: Mr De Waard Wouter, Mr Lebel Serge, Ms Mangold-Lecocq Isabelle, Mr Nickels Horst, Ms O'Byrne Aedín, Ms Paulus Monika, Mr Plumhoff Holger, Mr Sabatini Roberto, Ms Salmon Joëlle, Ms Schulze Erika, Mr Sergio Giovanni, Ms Sindelar Martina.**

**Absent (apologies): Ms Beltrame Francesca, Mr De Lorenzo Antonino, Ms Streul Carola, Mr Wischermann Ralph, Ms O'Donoghue, Aingeal .**

**Absent: Mr Cenini Antonio, Mr Henriques de Granada Marc, Ms Popa Adela Raluca.**

Ms Sindelar chaired the board meeting at 12.45 pm, the following proxies had been sent for this meeting:

- 1) Ms Salmon gave a proxy to Ms Paulus for the time of her absence.

**Point 1-2 Adoption of the agenda (19.05.2011).**

ADOPTED

**Adoption of the Minutes dated 5.05.2011**

POSTPONED to the next board meeting.

**Point 3 IT - Website.**

With reference to the remarks received about the Access database, Mr. Sabatini underlined that all decisions on this issue had been adopted during last year's Board meeting on the basis of a limited budget.

Last year the Association adopted the Access system and set up three different databases taking the different needs into account, canteen, transport and extra-curricular activities.

At 12.50 Ms Schulze and Mr de Waard entered, a couple of minutes later Mr Lebel and Ms Mangold Lecocq joined the meeting.

The discussion was more and more technical and different topics were discussed:  
Ms O'Byrne wished it to be noted that she is against giving the contract to Point.be although it had been decided in her absence.

- The contract's signature with the company Point.be POSTPONED to the next meeting.
- the on-line registrations and the need to export data to the Access database.
- the setting-up of a single database for all services.

#### **Point 4 Services –Transport**

Ms Paulus described the different bullying incidents on the school bus . This problem was also the object of a complaint from the bus company on 30th March. Following parents' complaints, the Management of the school was informed.

The transport regulations allow the exclusion of pupils from the transport service for this reason but Ms Paulus proposed separating those pupils involved by placing them on different bus lines. Parents should consult the APEEE website, choose the bus stop and check with the transport office if there are seats available.

Ms O'Byrne noted that pupils' behaviour is much different in the morning than those from school to home in the afternoon. The evening journeys being more problematic due to the length of the journeys and the tiredness of the children.

The letter written by Ms Schulze to the parents of the bus line involved was agreed on by the Board. In particular, Mr Sergio underlined the importance of having cooperation from the parents who have to educate their children to have respect : older children have to take care of younger ones.

In acting against school bus bullying, it is important to foresee written sanctions such as the temporary exclusion of the pupil from the school service but at the same time to create a positive environment of caring and respect.

The discussion also focussed also on the aggressive attitude of a bus driver towards a staff member. It was decided that this person could no longer work at the Berkendael site. The security of children and staff being a priority.

Everyone working with children must have a certificate of good behaviour. At 1.50pm Ms O'Byrne left.

With reference to the transport database, this one is not updated with new registrations.

Mr. Sabatini noted that we are working in a very simplistic way, the transport manager of Uccle, he referred to, had set up an Access database himself so could handle data very well.

Mr Horst requires an IT meeting with Roberto, Aedín and Pablo in order to discuss how to set up a single data base that would include 3 databases.

With regard to the new website, Mr Sabatini would send the board members their accounts in order to allow them to view or change information on the Association website.

At 2.00 pm Ms Salmon and a couple of minutes later Ms Sindelar left the meeting.

Interim: It was decided that a person would be engaged on an interim contract for the transport service until the summer school break to help manage subscriptions.

**Point 5 Relation with School.**

Timetable

Ms Schulze informed the board that the Direction of school supports an art project, Chinese calligraphy, a pilot project from Education and Culture to get in touch with the Chinese culture.

With reference to the timetable decided by the school:

Monday Tuesday, Thursday and Friday from 8.15 am to 3.15 pm

Wednesday from 8.15 to 12.30

On Fridays P1, P2 and Nursery classes will finish school at 12.45, from 1.00 pm until 3.15 pm the APEEE will organize extra-curricular activities.

Ms Schulze informed the board that the European Parliament had made a report on European schools. There will be a meeting on European schools' system on 25<sup>th</sup> May, Ms Christmann, Mr Schlabe and Mr Moricca are invited to the meeting.

**Point 5 Any other business.**

The President informed the board that there are other 10 places available for visiting Laeken site on 15th June.

The meeting closed at 2.30 pm, the next meeting will be held on 26th May.