

**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 Aisbl  
Oudervereniging van de Europese School Brussel IV Aisbl



Board Meeting/Réunion du Conseil d'Administration  
Brussels Thursday 28th January/ Jeudi 28 janvier 2010

J-79, 1/01: 12.30-14.00

## MINUTES

**Presents: Ms Schulze Erika, Mr Bouter Arjen, Ms Paulus Monika, Mr Nemitz Paul, Ms Mangold Lecocq Isabelle, Ms Salmon Joëlle, Mr Zunker Hugo, Mr Fabbri Fabrizio, Ms Popa Adela Raluca, Ms Streul Carola, Mr Plumhoff Holger, Mr Cenini Antonio, Mr Sabatini Roberto, Mr Sergio Giovanni.**

**Absents: Ms O' Byrne Aedin, Mr Scazzola Roberto, Ms Beltrame Francesca.**

### **Point 1 Adoption of agenda**

Ms Salmon proposed to add some elements to AOB. The agenda was then adopted with this amendment.

### **Point 2 Adoption of Minutes 10.12.2009.**

Due to the availability of the draft minutes on short notice only, it was agreed that if there are no remarks until 4<sup>th</sup> February 2010, the minutes of the board meeting on 10.12.2009 will be considered adopted. If there are comments the minutes will be discussed again during the next board meeting.

### **Point 3 Presentation of board members.**

Mr Sabatini enters at 12.50.

There was a brief introduction of board members present. Some of them expressed their task preferences inside the Board: Mr Plumhoff is interested in extracurricular activities, Mr Sabatini would like to set up a new IT system, Mr Fabbri would like to follow the Berkendael/ Laeken issue.

Mr Cenini enters at 12.55

#### **Point 4 Introduction and review of the General Assembly**

Ms Schulze pointed out the importance for all members to have common aim to ensure a good start in September 2010.

The organization and the general outcome the General Assembly of 13<sup>th</sup> January was considered positively. Two points were discussed in detail:

- The voting procedure and in particular the fact that, instead of voting only in favour of a candidate, the class representatives could also votes against a candidate or abstain. Mr. Sergio volunteered to propose a voting scheme for the next General Assembly.

As the presentation of the APEEE activities during the GA could not be very detailed due to the tight schedule it was proposed to organize another meeting, in May or April, where parents will have the opportunity to be better informed about the Apeee services as canteen, transport, extracurricular activities.

#### **Point 5 Organization of work of the Board**

Ms Schulze presented the proposals on organization of the work of the board (agenda annex 1) which were then discussed in some length.

- It was clarified that, in line with the statutes of the association, the bureau will be dealing with the day-to-day business of the association. Any decision of political or strategic relevance will be taken in the board. Further, the agendas of the bureau meetings will be systematically circulated to the board members who are free to participate to the bureau meetings.
- The portfolio of the proposed new bureau members was discussed. In particular it was clarified that the services are already in the portfolio of the VP Administrative affairs. Ms Streul proposed to create a new vice-president for infrastructure (buildings, sites, move to Laeken, safety).

After this discussion the board voted on the proposed decisions with amendments as indicated:

**Decision 100128-1**, *The CA will meet until the end of the school year once a month once a month as laid down in the statutes in Article 15§ 1) The Bureau will also meet once a month,*

was APPROVED by unanimity;

**Decision 100128-2**, *The Bureau will be extended to the maximum number allowed in the statutes which is 8 ( Article 14 §2),*

was APPROVED by unanimity;

**Decision 100128-3**, *The bureau will include:*

*A) the members laid down in the Statute ( Article 14 §2):*

*- President*

*- 3 Vice Presidents for administration, pedagogical affair and communication.*

*- a treasurer*

- a secretary

*B) two additional members, without specific portfolio until further decision.*

*C) all sections will be represented in the Bureau with at least one member, if candidates are available,*

was APPROVED by unanimity;

**Point 6 Designation of board members:**

In the beginning it was pointed out by the president and others that the new board members can apply for all positions of the board and not only for those which are vacant. A new board will vote

Ms Streul would like take care about infrastructure because the state of infrastructures, the moving of the school, the security of building are important issues. She is also interested in the position of VP Communication.

Ms Paulus has neither denied or confirmed her intention to fill the position of transport responsible.

After discussion the following decisions were voted on:

**Decision 100128-4,** *The following persons were elected member of the Bureau:*

*President : Ms Schulze*

*Treasurer: Mr Bouter*

*Secretary: Mr Zunker*

*VP Administration: Ms Salmon*

*VP Pedagogical Affairs: Ms Popa,*

*The remaining three positions of the bureau are filled by Mr. Fabbri, Ms Paulus and Ms Streul.*

*The board invites Ms Paulus and Ms Streul to seek consensus on the post for the VP communication and make a proposal to the board at its next meeting,*

was APPROVED by unanimity;

**Decision 100128-5,** *The following board members are designated for specific functions:*

*- Ms Beltrame and Ms Mangold Lecocq will join the pedagogical committee.*

*- Canteen responsible is Mr Fabbri. Mr Scazzola will join the canteen committee.*

*- Periscolaire responsible: Mr Plumhoff . Mr Sergio will join the extracurricular committee.*

*- IT committee responsible : Mr Roberto Sabatini. Ms Aedin O' Byrne will be web master. Mr. Dijkhuis, a parent from the NL section, will join the IT committee.*

- *Follow-up Laeken/ Berkendael: Mr Hugo Zunker and Mr Paul Nemitz.*

was APPROVED by unanimity;

With reference to the extracurricular activities Mr Cenini informed Mr Bouter and Mr Plumhoff that the extracurricular manager needs a confirmation for the purchase of judo carpets (envisaged in the budget of the school ).

At 2.30 PM Mr Cenini, Ms Popa and Ms Paulus leave.

**Point 7 Improvement of IT support of APEEE office.**

It is agreed to put in place a IT committee composed by Ms O' Byrne, Mr Sabatini and Mr Dijkhuis. Mr Sabatini can give a support for the technical aspects; Mr Dijkhuis knows the commercial aspects.

**Decision 100128-6**, *The interview phase for the requirement gathering according to the annex 3 to the agenda is authorized.:*

was APPROVED by unanimity;

**Point 8 Canteen Convention**

The Board agree the proposal to create a small group involved to come an agreement with the school.

All remarks will be sent to Ms Salmon.

**Point 9 – 50% part time assistant for transport.**

Adopted. The selection committee will be composed by Ms Cleanis, Ms Salmon, Ms Paulus and Mr Sergio.

**Point 10 AoB**

Ms Salmon informs the Board:

- The new director is Mr Marco-Umberto Morrica.
- The notary has sent us the documents for the publication of the Statute ( Moniteur Belge).
- The school schedule for the school year 2010-2011 will be the same of this year in order to make easier the canteen and transport service.

The board meeting ends at 2.55 PM.