

**APEEE BXL II – WOLUWE**  
**REPORT OF THE BOARD MEETING**

**Date :** 18 June 2015 at 19:30

**Location :** VIP Room – canteen at the school

**Present (14) :** Bianco DOROTA - Maria Alice EICHLER - Christian FARRAR-HOCKLEY - Karl HASSLÖF - Giles HOUGHTON-CLARKE - Mokhtar MEKNI - Fiona MEYER ESTRADA - Renate REPPLINGER-HACH – Guido RICCI - RODRIGUES Miguel - ROGAL Andreas - Bettina SCHMIDBAUER-MOGENSEN - Carlos TREJO - Francesca ROMANA TUDINI

**Excused (7) :** Reinhard BIEBEL - Niina HIVRI - Jovita LAZDINIENE - Philippe LENNE - Mario NAVA - Nick REVILL - Matthew SAYER

**Others :** Erwin VAN DIJCK, Director of the APEEE - Anja GALLE, Executive assistant  
Tessa Keijzer - CDE President

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**I Meeting with Tessa Keijzer - CDE President:**

- a) School events which occurred over the past few months and weeks are briefly discussed:
- BAC exams: CDE President thanks the parents for helping out on the math BAC topic and informs that the S7 students appreciate the support.
  - School trips: new rules are being applied by the school concerning the school trips and a lot of secondary students are disappointed with the result meaning that for example less school trips are being organized.
  - Footfest: no issues to report. All went well during Footfest day, except that there was an electricity problem in the morning, which was resolved during the day.
  - BAC Ball: everything went fine at the BAC ball. No emergencies occurred. After the dinner there was not an open bar, which resulted in less drinking and a better atmosphere. Also students didn't have a lot of time to have a pre-party, therefore alcohol consumption was low.
- Action point:** CDE President to send list of advice on things to do and not to do for the next CDE committee members to the Board.
- Action point:** CDE President to advise the new CDE committee members not to keep cash money in the CDE safe, but to contact Erwin Van Dijck to seek APEEE support in the same custody and management of funds.
- BAC Day: all went well during BAC day. No issues to report.
- b) Proposition is made to organize a conference on alcohol & drugs for the parents and students. Information is given on a drug & alcohol programme which is being organized in the ES of Luxembourg.
- Action point:** N. Revill to check the drug & alcohol abuse programme in Luxembourg and inform the Board.
- Action point:** G. Houghton-Clarke to contact L. Andries on the drug & alcohol working group, to get a progress update as it seems to be stalled.
- c) Question is asked what are the 3 top priorities which the APEEE Board could focus on:
- Math classes: students think there's a serious problem with the math classes.
  - Drug topic: students are of the opinion that there's a drug problem at the school.
  - School culture: students feel that the support of the school administration could be improved, as could communication. There is little or no openness to discuss improvements or new ideas and generally a feeling that whatever the question is, the answer is 'no'. CDE believe, as does the APEEE, that the school culture should be open and supportive towards the students, and not be predicated on the concept that students are a problem to be dealt with.

**President thanks T. Keijzer for the work she has done for the students and the school, and for her positive and constructive cooperation with the APEEE Board.**

**II. Agenda points:**

1. **Approval of the agenda:** Agenda is approved.
2. **Approval of the report of Board meeting of 16/4/2015:** Report of Board meeting of 6/5/2015 is approved.

- Action points of previous Board meetings:
  - One-drive function which is used by the primary department to publish documents and request parents to upload documents. N. Revill to send copy of such a document to G. Houghton-Clarke.  
**Ongoing.**
  - Communication on the APEEE website: proposition is made to subscribe all parents automatically to receive updates of the APEEE website, and if parents don't want to receive the updates they need to unsubscribe themselves.  
**Decision:** Board members agree to go ahead on this and inform the parents that as of now they will automatically receive updates of the APEEE website. In case they don't want to receive these updates they can unsubscribe.  
**Action point:** A. Rogal to prepare a text on the topic for the parents.
  - Optimizing the vote counting at the AGM: question is asked whether a process can be installed to optimize the vote counting at the AGM.  
**Action point:** E. Van Dijck and P. Lenne to write down a procedure to be used at the future AGM.
  - BAC prizes for BAC ceremony 3/7/2015: APEEE President will hand out a music prize, a sports prize and a school community prize at the BAC ceremony. The BAC students winning the music prize and the sports prize are elected by the music teachers and the sports teachers. The school community prize 2015 will be given to the CDE President.  
**Action point:** A. Galle to order the FNAC vouchers and an engraved goblet or cup for the music prize, the sports prize and the school community prize.
  - Sheltered cover for parents: school management has asked whether the APEEE would consider the finance of a shelter cover for the parents, who are waiting each day for their children at the entrance of the school?  
**Decision:** Board members agree not to install such a shelter.
  - BAC ball: The APEEE has given a loan of 5000 euro to the CDE committee for the reservation of the venue "Salons Waerboom" in Groot-Bijgaarden in order to organize BAC ball. Loan is to be paid back by CDE committee.  
**Action point:** E. Van Dijck to contact A. Mees concerning the loan and ask him to pay the borrowed amount to the APEEE.
- 3. **Meeting and attendance question:** next meeting coming up is the CEES meeting on Tuesday 23/6. The next CEA meetings are scheduled on 8/7 and on 26/8.

### III Working group activities 2015:

#### Education: Pedagogical affairs:

- CEP&M working group: brief update is given on the CEP&M meeting of 2/6/2015. A statement was read by a teacher representative during the CEP&M meeting. Short discussion is held on the statement. Board members agree that an interaction model is missing at the moment. Proposition is made to create such an interaction model indicating what procedure to follow.  
**Action point:** CEP&M working group and CEES working group to brainstorm on the creation of an interaction model.  
**Action point:** B. Schmidbauer-Mogensen and N. Hirvi to prepare a draft to be mailed to the primary parents on hygiene.
- CEES working group: following topics were discussed:
  - CEES working group priorities for 2015: final draft will be mailed to the Board members next week.
  - CEES meeting of 23/6/2015: proposition of topics to discuss during the upcoming CEES meeting are:
    - Math BAC exam: the parents recognize that there's an issue with the BAC exams. Question to be asked during the CEES meeting what the status is on the topic and for example whether math teachers have been informed. Question is asked how the BAC procedure can be organized in a more professional manner? Proposition is made to ask Interparents to organize an audit of the BAC. Proposition is made to make a general complaint that the BAC system is not working.  
**Action point:** D. Bianco to prepare a draft letter to Interparents in cooperation with the other APEEEs to ask for an audit of the BAC procedure.
    - Possible rules for absences of pupils.

- Foreign exchange programme: a cross-section exchange is possible as of now. For example a Finnish student can spend the semester in an English section.  
**Action point**: C. Trejo to send short description on the topic to D. Bianco. Note that the APEEE is not involved in school exchanges, nor does it take any responsibility for this activity.
- School trips: Concern is expressed that certain key trips, such as the Latin trip, may be lost. APEEE nevertheless acknowledges that there is a heavy financial burden to parents if they have multiple trips in the school year.  
**Action point**: D. Bianco to ask the school for breakdown of the school trips which have been organized.  
**Action point**: D. Bianco to ask the school for planning of the school trips for next school year.
- Lost lessons: Agreement that the data provided so far has not been sufficient. Further steps to be taken to ascertain the extent of the problem and whether it is being addressed satisfactorily.  
  
**Action point**: B. Dorota to organize a pre-meeting before the CEES meeting of 23/6. Proposal is made to organize pre-meeting on Monday 22/6 at lunch time.

- Interparents: brief update is given on the following:
  - Math BAC: Interparents mailed an update today on Math BAC in which they asked whether all European school could create a google document with the feedback from the parents, so that an overview of all the feedback is available.  
**Action point**: C. Farrar-Hockley to send the today's email of Interparents to the Board.

#### **Operational groups:**

- Canteen: installation of the panels to reduce the noise in the canteen is briefly discussed.
- Transport:
  - proposition is made to cancel the two 6<sup>th</sup> & 7<sup>th</sup> year Wednesday afternoon buses which are still in operation, because there are only 2 x 6 students taking these buses (the other buses had already been cancelled some time ago, and students have to take public transport). Voting is taken on whether to keep the two Wednesday afternoon buses for 6<sup>th</sup> and 7<sup>th</sup> students or not.  
**Voting**: 8 votes in favor of keeping the buses, 1 vote against keeping the buses and 1 vote abstain.  
**Decision**: Board decides to keep the two Wednesday afternoon buses for 6<sup>th</sup> and 7<sup>th</sup> students.
- Extra-curricular act.:
  - Question is asked whether the APEEE can give more visibility on new extra-curricular activities as for example for the new computer class?
  - School management asked Board whether the APEEE could provide a card to the students at the beginning of the school year, which shows what extra-curricular activities he/she attends or think of another system to more easily identify the students which are hanging out on the school premises after school hours.  
**Question for vote**: does the Board agree with the concept?  
**Decision**: Board members agree with the concept.  
**Action point**: E. Van Dijck to discuss further with M. Rodrigues and A. Jean-Villanueva.
  - Registration of the extra-curricular activities 2015-2016: registration of the activities for 2015-2016 on Monday 15/6 went well. Proposition is made to start the registration on a Sunday evening in order to allow all parents to do the registration from home, since a lot of parents were not able to register because they were at work. For example registration from the computers at the Commission wasn't always possible due to security and fire wall.
- IT Group: working group priorities 2015 are briefly discussed:
  1. New website
  2. Presence system
  3. Online canteen inscription
  4. Upgrade billing system.

## 5. Picture gallery for Eureka

**Decision:** the priorities for the IT working group for 2015 are approved.

- Security & Safety: postponed to the next Board meeting.
- Information: ideas are briefly discussed in order to get the APEEE newsletter back up and running. Proposition is made to organize an editorial meeting.
- Budget: postponed to the next Board meeting.
- Enrolment policy: following topic was discussed:
  - The rule on siblings: It was proposed that the recent change to this rule such that only siblings in the same school cycle as older brothers or sisters would have the right to attend that school, should be scrapped, and families be given an absolute right to have all children in the same school.

The opposing view, held by many of the Board members present was that siblings who were not in the same school cycle as their elder brothers or sisters should be prioritized for a place in that school, but only if a place is available. This would enable the enrolment authorities to avoid a sibling causing a class to be split, thereby requiring an extra classroom freed up, further exacerbating the already chronic classroom shortage arising from overcrowding of the schools.

There were insufficient Board members to take a vote on this therefore at present Woluwe has not taken a decision to support or reject the proposal to return to an absolute right for siblings to be in the same school.

- The possibility to investigate with families about the impacts of the new enrolment policy on the grouping of sibling has been discussed.

Proposition is made to have a meeting with the CEA reps and the SOS members.

- Compliance & risk assessment group: postponed to the next Board meeting.
- SEN working group: postponed to the next Board meeting.

## IV Any other business:

1. Organization Annual General Meeting:
  - a. Date & meeting room GASP at Charlemagne Center: Next AGM will be organized on Wednesday evening 27/1/2016 in the GASP meeting room at Charlemagne Center.
  - b. to discuss the number of Board members for the LT section and the possible increase of Board members to 22, in order to keep 4 free mandates: postponed to the next Board meeting.
2. Tombola prizes for Footfest 2016: postponed to the next Board meeting.
3. Consultations of parents: postponed to the next Board meeting.
4. Update on process of the compliance and risk management: postponed to the next Board meeting.
5. "Redesigning" the school-parents relation's pattern: postponed to the next Board meeting.
6. 180 days: postponed to the next Board meeting
7. Discussing numbers on school failure: postponed to the next Board meeting.
8. Social Fund policy and whether it could be published on the APEEE website: postponed to the next Board meeting.
9. Legal advice (qualified teachers & absences): agreement is requested to ask a lawyer to look at the obligations of the school and what parents can do in order to have these obligations upheld. Board members agree that such legal advice can be taken. C. Farrar-Hockley to contact the lawyer and ask for the cost.

**Decision:** C. Farrar-Hockley to check with Interparents whether they can take the lead regarding the legal advice and inform the Board. If Interparents cannot or are not able to move in a timely fashion, the APEEE will bear the cost.

**The next Board meeting will take place on Wednesday 16/9/2015 at 19:30 at the VIP room in the canteen of the school.**