

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

Date : 6 May at 19:30

Location : VIP Room – canteen at the school

Present (13) : Reinhard BIEBEL - Bianco DOROTA - Maria Alice EICHLER - Christian FARRAR-HOCKLEY - Philippe LENNE - Fiona MEYER ESTRADA – Mario NAVA (arrival at 21:43)
Renate REPLLINGER-HACH – RO GAL Andreas - Matthew SAYER – Bettina SCHMIDBAUER-MOGENSEN - Carlos TREJO - Francesca ROMANA TUDINI

Excused (8) : Karl HASSL F - Niina HIVRI - Giles HOUGHTON-CLARKE - Jovita LAZDINIENE – Mokhtar MEKNI - Nick REVILL - Guido RICCI - RODRIGUES Miguel

Others : Erwin VAN DIJCK, Director of the APEEE - Anja GALLE, Executive assistant

I Agenda points:

1. **Approval of the agenda:** Agenda is approved taking into account a point on the school calendar 2015-2016 under AOB.

Action point: add point on discussing numbers on school failure to the agenda for the June Board meeting.

Proposition is made to add a point on feedback from the sections to the future Board agenda. For this meeting the chair took the view that the approval of working group plans for the year was a priority in view of the time already passed.

Proposition is also made to discuss important topics first, as well as to try to discuss some topics via email.

2. **Approval of the report of Board meeting of 16/4/2015:** Report of Board meeting of 16/4/2015 is approved.

- Action points of Board meeting of 18/3/2015 and 16/4/2015:

- o BAC Ball: APEEE to inform all S7 parents that APEEE is not responsible for the BAC ball event.
Action point: G. Houghton-Clarke to prepare draft to be mailed to the S7 parents.
- o 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.
- o 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.
Action point: A. Rogal to discuss during the IT meeting.
- o 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.
Action point: K. Hassl f to check whether an electronic voting system is possible.
- o Social Fund: Social Fund policy has been revised last year by the Budget working group.
Action point: budget working group to send final copy of revised social fund policy to Board members for information.
Action point: for the agenda of the June Board meeting point on Social Fund policy and whether it could be published on the APEEE website.
- o Interparents topics:
 - o Update is given on the Groupe d'accompagnement meeting which took place last week. Meeting with the 4 other APEEEs will be organized to discuss further.
Action point: C. Farrar-Hockley to send the pre-release of the secondary reform document to the Board members requesting the document.

- List of General Secretary working groups in which Interparents is represented. C. Farrar-Hockley was asked to be present in the ICT working group.
Action point: C. Farrar-Hockley will send the list with working groups to the Board members. Board members are welcome to indicate in which other working groups we should be represented.
- BAC prizes for BAC ceremony 3/7/2015: last year APEEE offered a music prize, a sports prize and a school community prize to be handed out by the APEEE President during the BAC ceremony. The BAC students winning the music prize and the sports prize were elected by the music teachers and the sports teacher. The school community prize was given to the CDE president. Question is asked how to take this forward for this BAC ceremony on 3/7/2015.
Action point: G. Houghton-Clarke to contact school in order to see which students will receive the music prize, the sports prize and the school community prize, as well as to discuss which prizes will be offered.
- 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?
Action point: E. Van Dijck to check the price of such a shelter and inform the Board members. Topic will be re-discussed after the information is made available.
Action point: Board members to consult the parents on the topic and discuss at the next Board meeting.

General issues:

- The school calendar 2016-2017 & 20167-2018: parents propose the school management of all 4 Brussels schools collectively to prepare the school calendar for 2 school years ahead in consultation with APEEEs and this agreed version presented to OSG for approval. This should ensure that a mutually acceptable solution is developed in plenty of time for later modification and discussion, if necessary, so avoid the last minute confusion and multiple edits of the calendar for next year.
Board members report that parents are asking the APEEE to take action to undo the currently approved school calendar 2015-2016. Remark is made that the school calendar 2015-2016 has been adopted and published and parents started booking holidays, relying on the calendar. Thus no action should be taken against the adopted calendar. This was not agreed by all Members.
- Communication: APEEE request the school management to consistently add dates to messages published on the website of the school, and in particular in case of updated. Proposition is made to send feedback on what can be improved concerning the school communication to Anja so that the data on this topic can be collected.
- BAC results: parents and school management agreed in 2014 to have a meeting with them to analyze the BAC results. BAC results will first be analyzed by the APEEE and discussed among the Board members. Then meeting with the school management can be organized. Agreement to organize an ad-hoc meeting on the Bac results since all the relevant information was now available.
Action point: G. Houghton-Clarke to organize an ad-hoc meeting to discuss the BAC results, once the analysis of the BAC results has been done.
Action point: A. Galle to send the previous BAC results 2008-2011 to the Board members for information.
- Anglophone non-native teachers: update was given on which teachers will be leaving and will be replaced.
- School trips for primary.

II Working group plans & activities 2015:

Education: Pedagogical affaires:

- CEP&M working group: Board members present have received the working group priorities 2015 for CEP&M working group.
 - General pedagogical issues.
 - Disseminate information directly related with the pedagogic aspects of the nursery and primary curriculum.
 - Wellbeing and integrity in school.
 - European hours: proposition is made to add following sentence to the action point next to European hours: "improve the info ahead of time on the actual content of forthcoming classes".
 - LS phenomenon – increasing demand for qualified support.

- Act as aggregator and facilitator to promote positive and stimulating human relations between school partners.
 - Teachers written overview of each class in the beginning of the school year.
- Decision:** working group priorities 2015 for CEP&M are approved.
- CEES working group:
 - update is given on the CEES meeting of 21/4/2015. R. Repplinger-Hach shared her informal minutes with the Board on 21/4. Following topics were discussed at the CEES meeting:
 - New rules for school trips in secondary for the next school year: the school management has presented new rules for school trips which they would like to apply as of next school year. School would like to limit the future school trips to a certain period of the school year and they would also like to limit the "school excursions". School would like to introduce these rules for 1 year and then evaluate. Proposition is made by the chair to inform the parents in case the approach taken by the school has to be changed. It's important to receive the information from the school which established school trips will be affected and no longer can take place in the future.
 - **Action point:** D. Bianco to contact the school management to receive the information on which school trips will be cancelled.
 - Health & safety: during the CEES meeting a presentation was given by the school about the number of actions the school is taken on the topic. Students asked the question what school can do when they notice that students are under influence. School management proposed to discuss point further during the Health & Safety working group meeting.
 - BAC results & teacher absences.
 - Report cards can be collected on 3/7/2015.
 - CEES Working group priorities 2015 will be circulated in writing to the Board for approval before the next Board meeting.
- Interparents: brief update is given on the following:
 - SOS meeting: "Save Our School group" is a collaboration meeting between the different APEEEs and Interparents and has as objective to exchange information. It's a link between Interparent and the Board members of the different APEEEs. Following topic was discussed during the last SOS meeting:
 - Secondary reform: discussion towards the political actions which the parents could take. Proposition is made to create a document for the parents which outlines the red lines for the parents. This document could be coming from Interparents or from the 4 European Schools together.
 - Working group priorities for 2015: agreement not to have an Interparents working group plan this year.

Operational groups:

- Canteen: postponed to the next Board meeting.
- Transport: Board members present have received the working group priorities 2015 for the Transport working group.
 - Working group priorities for 2015 are:
 - I-Pad project
 - Container at the bus parking
 - Review of lines 2016-2017
 - Yearly follow up
 - **Decision:** the priorities for the transport working group for 2015 are approved.
 - Transport for BAC ball: question is asked whether the APEEE could organize transport for the students going to the BAC ball on 22/5/2015 and use the transport company buses to bring them back to school after the BAC ball.
 - **Action point:** transport working group to ask for a price offer of the bus companies and send written proposal to the Board.
 - **Action point:** E. Van Dijck to contact CDE President to check whether the BAC students would be interested to take the bus back to school after the BAC ball.

- Extra-curricular act.: Working group priorities for 2015 are:
 - Improve communication.
 - Evaluation system – Star system
 - Quality and safety.
 - Sports/Educational/Cultural clubs at school: floorball club (Kraainem Tigers)
 - Developing a sports program within the sport: mini-Eurosport
 - Relations with monitors: a social event with the monitors will be organized on 19/6.

Decision: the priorities for the extra-curricular activities working group for 2015 will be sent to the Board. Board members are welcome to send their comments to C. Farrar Hockley. In case no comments are received by the end of this week, the extra-curricular activities working group priorities are considered as approved.

- IT Group: postponed to the next Board meeting.
- Security & Safety: postponed to the next Board meeting.
- Information: postponed to the next Board meeting.
- Budget: decided that the group does not need to provide a work plan.
- Enrolment policy: all Board members received a written update on the CEA meetings of 27/4 and of 30/4/2015. Agreement that no working group priorities for enrolment policy are needed.
- Compliance & risk assessment group: postponed to the next Board meeting.
- SEN working group: Working group priorities for 2015 are:
 - Data collection
 - Create a library and make the information accessible to everyone.
 - Organization of conference about dyslexia in September or October 2015. Organization together with the school.
 - Writing articles to create awareness on SEN.
 - To assist parents on SEN topic.
 - Survey: contact class representatives to know about parents who might need help.

Decision: the priorities for the SEN working group for 2015 will be sent to the Board. Board members are welcome to send their comments to F. Meyer. In case no comments are received by the end of this week, the SEN working group priorities are considered as approved.

III Any other business:

- Consultations of parents: postponed to the next Board meeting
- Update on process of the compliance and risk management: postponed to the next Board meeting.
- “Redesigning” the school-parents relation’s pattern: postponed to the next Board meeting.
- 180 days: postponed to the next Board meeting
- Events team discussion paper: All Board members received the events team discussion paper for brainstorming. Proposition is made to look at the cost and come back to the Board with more detailed information. Proposal is made to focus on parents. Radio Alma project seems interesting.
- School calendar 2015-2016: has been discussed under point I3.

The next Board meeting will take place on Thursday 18/6/2015 at 19:30 at the VIP room in the canteen of the school.