

APEEE BXL II – WOLUWE BOARD REPORT

Date	:	2 February 2016 from 19:00 to 22:00
Location	:	Canteen – Woluwe
Present (21)	:	Dorota BIANCO - Peder BISTRÖM - Maria Alice EICHLER - Christian FARRAR-HOCKLEY - Katarzyna HOREMANS - Jovita LAZDINIENE - Philippe LENNE - Johan MELANDER - Fiona MEYER ESTRADA - Mario NAVA - Albert RAEDLER - Philipp REIFENRATH - Sara RODA - Andreas ROGAL - Johanna SAARENTALO-VUORIMÄKI - Bettina SCHMIDBAUER-MOGENSEN - Carlos TREJO - Francesca TUDINI - Corinna VALENTE - Jan VON PFALER - Adam WATSON-BROWN
Excused (0)	:	
Others	:	Giles Houghton-Clarke (from 19:00 to 19:15) Erwin VAN DIJCK, Director of the APEEE Anja GALLE, Executive Assistant APEEE

I Agenda points: Approval of the agenda: Agenda is approved.

II Elections:

- 1) Elections of the President, Vice-Presidents, Bureau members and working group coordinators.
G. Houghton-Clarke, former President of the Board, welcomes the Board members and congratulates them on their election.
The various functions of the bureau members and working group coordinators are outlined and the election of the new President is organized.

Chairperson & Bureau:

- President: **Francesca Tudini**
Votes: is elected unanimously
- Vice-president Administrative affaires: **Johan Melander**
Votes: is elected unanimously
- Vice-president Pedagogical affaires: **Jan von Pfaler**
Votes: is elected unanimously
- Treasurer: **Jovita Lazdiniene**
Votes: is elected unanimously
- Secretary: 2 candidates are standing for the position of secretary.
 - Christian Farrar-Hockley: 11 votes in favour
 - Carlos Trejo: 7 votes in favourDecision: **Christian Farrar-Hockley** is elected with majority.
- Information secretary: **Andreas Rogal is elected with majority**
Votes : 17 votes in favour and 4 vote abstain
- Board member without Portfolio: **Mario Nava is elected with majority**
Votes: 19 votes in favour and 2 votes abstain

Working group coordinators and the members of the pedagogical groups:

- Working group coordinator for Interparents: **Christian Farrar-Hockley**
- 3 candidates are standing for the position of working group coordinator
Interparents:
First voting:
 - Christian Farrar-Hockley: 7 votes in favour
 - Carlos Trejo: 7 votes in favour
 - Jan von Pfaler: 6 votes in favourSecond voting:
 - Christian Farrar-Hockley: 8 votes in favour
 - Carlos Trejo: 6 votes in favour

Decision: **Christian Farrar-Hockley** is elected with majority.

- Members: all members of the Board.
- Working group coordinator for kindergarten and the primary (CEP&M):
 - Working group coordinator: **Bettina Schmidbauer-Mogensen**
2 candidates are standing for the position of working group coordinator for CEP&M:
Maria Alice Eichler: 3 votes in favour + 1 vote abstain
Bettina Schmidbauer-Mogensen: 10 votes in favour
Decision: Bettina Schmidbauer-Mogensen is elected with majority.
 - Members:
German section: Bettina Schmidbauer-Mogensen
Anglophone section: Andreas Rogal
Finnish section: Jan von Pfaler
French section: Fiona Meyer Estrada
Italian section: Corinna Valente
Lithuanian section: Jovita Lazdiniene
Dutch section: Katarzyna Horemans
Portuguese section: Sara Roda (back-up: Maria Alice Eichler)
Swedish section: Peder Biström
- Working group coordinator for secondary (CEES): **Jan von Pfaler** (back-up: Carlos Trejo, Philippe Lenne, Philipp Reifenrath, Adam Watson-Brown)
 - Members:
German section: Philipp Reifenrath
Anglophone section: Adam Watson-Brown
Finnish section: Johanna Saarentalo-Vuorimäki
French section: Mario Nava
Italian section: Dorota Bianco
Lithuanian section: Jovita Lazdiniene
Dutch section: Philippe Lenne
Portuguese section: Maria Alice Eichler (Back-up: Sara Roda)
Swedish section: Johan Melander

2) Identification of working group members

Working group coordinators and the members of the operational groups:

- Canteen group: coordinator: **Carlos Trejo**
 - Members: Johan Melander, Albert Raedler, Bettina Schmidbauer-Mogensen, Andreas Rogal
- Transport group: coordinator: **Philippe Lenne**
 - Members: Johan Melander, Corinna Valente, Albert Raedler
- Extra-curricular activities: coordinator: **Dorota Bianco**
 - Members: Johan Melander, Katarzyna Horemans, Peder Biström, Andreas Rogal, Christian Farrar-Hockley
- IT Group: Coordinator: **Johan Melander**
 - Members: Andreas Rogal, Adam Watson-Brown, Jovita Lazdiniene, Christian Farrar-Hockley
- Health & Safety: Coordinator: **Johan Melander**
 - Members: Carlos Trejo, Corinna Valente, Philippe Lenne, Sara Roda, Johanna Saarentalo-Vuorimäki, Peder Biström, Dorota Bianco, Adam Watson-Brown, Philipp Reifenrath
- Information working group: Coordinator: **Andreas Rogal**
 - Members: Adam Watson-Brown, Albert Raedler, Bettina Schmidbauer-Mogensen, Sara Roda
- Budget group: coordinator: **Jovita Lazdiniene**

- Members: Johan Melander, Albert Raedler, Francesca Tudini, Carlos Trejo, Jan von Pfaler
- Enrolment policy working group: A group which discusses the position of the APEEE regarding the enrolment guidelines to be submitted to the BoG.
 - Coordinator: **Katarzyna Horemans**
2 candidates are standing for the position of working group coordinator for the Enrolment policy working group:
Katarzyna Horemans: 6 votes in favour
Francesca Tudini: 5 votes in favour + 4 votes abstain
Decision: Katarzyna Horemans is elected with majority.
 - Members: all members of the Board.
- Compliance & risk assessment: coordinator: Name of coordinator will be confirmed after first meeting of Compliance & risk assessment working group.
 - Members: Peder Biström, Dorota Bianco, Johan Melander, Corinna Valente, Albert Raedler.

Focus persons for the following topics:

- SWALS: coordinator: **Jovita Lazdiniene**
- Active community: coordinator: **Maria Alice Eichler**
 - Members: all members of the Board.
- Cat II & III students: coordinator: **Philippe Lenne**
- Education support: coordinator: **Katarzyna Horemans**
 - Members: Fiona Meyer Estrada, Adam Watson-Brown

Action point: A. Galle to fill out the APEEE structure document with the names of the elected Bureau members, the names of the working group coordinators and the names of the working group members and send it to the Board members for check-up. Final APEEE structure document to be published on the APEEE website.

- 3) Next steps for working groups are: Meet and agree the priorities for presentation by each working group coordinator at next Board meeting in March.

Action point: Each working group to prepare a presentation with the priorities for 2016 to be presented at the March Board meeting.

III. Any other business:

1) Results of the General Assembly of 25/1/2016 - document with mandates: All members of the Board have received the document with the results of the elections as well as the document indicating the length of mandate of each Board member. Results signed by the President of the electoral office will be published on the APEEE website, as well as the document concerning the mandates.

2) Legal service to parents - letter of teachers with petition: discussion is held on the topic and the way forward. Several options are discussed. The proposition is made that the President will contact the representatives of the teachers on Wednesday 3/2 and organize a meeting to discuss the topic and pass on the message that the APEEE Board 2016 understands the situation and will look for a solution, as well as inform them about the existence of the formal complaint court procedure. 2 members of the Board will join the President.

Information is given that in December 2015 a conflict resolution tree for primary & maternal has been developed by the Board. It's a model which makes it easier for parents to understand what steps they need to follow in case of a pedagogical conflict.

Decision: Board members give President mandate to organize meeting with representative of the teachers on the topic of legal service to parents.

Action point: F. Meyer Estrada to send information on the conflict resolution tree structure to the Board for comments and feedback.

3) Report on school C.A. meeting of 27/1/2016: All Board members received by email a report and information on the school C.A. meeting which took place on 27/1/2016.

4) Tsunami charity funds: Information on the Tsunami charity fund topic has been mailed to all Board members. Proposal is made to vote on the following: does the Board want to use the money for a Tsunami project or does the Board want to use it for more recent charity projects.

Discussion with school management is needed about who will communicate what to the parents on the Tsunami charity fund.

Vote: Tsunami: 6 votes in favour

Vote: more recent projects: 9 votes in favour + 5 votes abstain

Decision: money, which the school has transferred to the APEEE social fund, will be used for more recent charity projects.

Action point: Board members are welcome to send proposals for charity projects to Anja. Written voting will be organized after the Carnival holidays to decide to which charity project the money will be donated.

5) Setting some principles for the way to work together: Board members are asked to send their proposals with principles for the way to work together to the President. Topic will be further handled via email.

6) New study room (questions / feedback from class reps): information is given that School management will not change its mind on the study room. Proposal is made to collect feedback from the parents on the use of the study room. Topic to be further discussed in the CEES working group.

Action points: Board members are invited to go back to their sections and ask for feedback on the topic. Feedback can be mailed to Anja who will collect and send to CEES working group coordinator for discussion in the CEES working group.

7) Generic Risk Assessment: postponed to the next Board meeting.

Next Board meeting will take place on Thursday 3/3/2016 in the canteen of the teachers.