

**APEEE BXL II – WOLUWE  
BOARD REPORT**

<b>Date</b>	: 6 April 2016 from 19:00 to 22:00
<b>Location</b>	: Canteen – Woluwe
<b>Present (19)</b>	: Dorota BIANCO - Peder BISTRÖM - Maria Alice EICHLER - Christian FARRAR-HOCKLEY - Katarzyna HOREMANS - 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
<b>Excused (2)</b>	: Jovita LAZDINIENE - Philippe LENNE
<b>Others</b>	: Erwin VAN DIJCK - excused Anja GALLE, Executive Assistant APEEE

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**I Agenda points:**

a) Approval of the agenda:

- Agenda is approved with the addition of a point of C. Trejo under AOB concerning a tour de table on section priorities.

b) Approval of the report of Board meeting of 3/3/2016: report of Board meeting of 3/3/2016 is approved.

c) Meetings and attendance question: upcoming meetings are Groupe d'accompagnement which F. Tudini and A. Rogal will attend. Interparents meeting on 7/4 and 8/4 which C. Farrar-Hockley and J. von Pfaler will attend. BoG meeting from 12/4 to 14/4/2016. HSSG meeting on 12/4/2016 which J. Melander will attend.

**II Topics for discussion:**

a) Security: what has happened, what is planned to happen and open discussion: update is given on the following:

- the fence around the school
- lockdown procedure
- security training for teachers and staff
- Events at the school: participants will have to register beforehand in case they want to attend a school event.

Discussion is held on the current security situation and what can be done to improve the security at the school.

Question is asked whether the Board agrees to allow the Health & Security working group to have a budget of 5000 euro to support security training for staff to be organised by the school? Discussion is held on what the 5000 euro would be used for.

Proposition is made to send a message to Mr Sharron asking what monitoring support the school would need from the APEEE.

**Vote is taken on:** "Can the Health & Security working group dispose of 5000 euro in order to organize a security training for staff?" All Board members present vote in favor.

**Decision:** Health & Security working group can dispose of 5000 euro to organize security training for staff. J. Melander to inform Mr Sharron.

**Action point:** A. Galle to give badge holders for the school entrance badges to the members of the Board.

**Action point:** all Board members are invited to send proposals and information on security training and security in general to J. Melander.

- b) Proposal monitors morning buses: All board members received the proposal from the transport working group for additional monitoring service in the morning buses. The cost of such additional monitors would lead to an estimated increase of 60euro/year on the annual subscription for a total of 1375euro/year. These increased costs only represent 0,16 euro/day per subscriber.

**Vote is taken on:** "In order to provide adequate transport services, in particular for pupils of maternelle and primary, the transport group proposes to continue putting in place appropriate surveillance on the morning buses through 37 monitors for an estimated total cost of 150.000 euro per year." 18 votes in favor and 1 vote abstain.

**Decision:** proposal as described above is approved.

- c) Student Exchange program: information is given on the student exchange program. Question is asked whether the program can be supported by the APEEE and whether the students could benefit from the APEEE services?

**Vote is taken on:** "does the Board agree that APEEE will provide services such as canteen, bus and extra-curricular activities, provided that there is enough space and the fees are paid by the parents?" All Board members agree.

**Decision:** students from the student exchange program can benefit from all APEEE services, provided that there is enough space and the fees are paid for.

Second question is whether the APEEE can help in finding a host family for the students? Discussion is held on the topic. It is clearly stated and agreed by the Board that the APEEE cannot have any legal responsibility in the student exchange program. APEEE's role would be just to promote the programme and help finding accommodation in a family. The conditions under which the student would be accommodated should be supervised (ex. room facilities, number of meals available, internet, etc.) by parents themselves and a contract should be signed between students' parents and the hosting family. Risk assessment is asked for.

Proposition is made to vote on the topic via written procedure.

**Action point:** F. Tudini and Mr Trejo to prepare a comprehensive set of documents to prepare next vote on hosting exchange students to the Board.

**Action point:** F. Tudini to ask advice to the lawyer on the topic.

- d) Eurosport 2017: The secondary sports department of Brussels II is organizing the Eurosport competition in 2017. Each ES has to host students and our school is asked to host about 120 students. APEEE received question from school management whether the APEEE could help to find host families for these students. Discussion is held on the topic.

**Decision:** Board agrees that APEEE is willing to help promote Eurosport 2017 and help to find host families, but APEEE cannot take any responsibility in case not enough host families can be found.

**Action point:** F. Tudini will contact S. Sharron and inform him that APEEE can help promote Eurosport 2017 and can help find hosting families, but without taking any responsibility.

- e) Tsunami fund: According to the lawyer, the Statutes of the APEEE don't allow to give the money from the Tsunami fund to charity projects. Discussion is held on the topic. Information is given that Associations can receive donations up to 100.000 euro according to Belgian law.

**Vote is taken on:** "APEEE transfers money from the Tsunami Fund back to the school account". 12 votes in favor – 5 votes against – 1 vote abstain

**Vote is taken on:** "APEEE transfers money from the Tsunami Fund back to the school account with suggestions to the school on which charity projects to use including the project Tsunami". 12 votes in favor – 4 vote abstain

**Decision:** APEEE will transfer the money from the Tsunami Fund back to the school account and make proposals to the school to which charity projects they can transfer the money, including

the Tsunami project.

**Action point:** F. Tadini to inform the school director and confirm in writing.

f) CEP&M: follow-up of meeting with Deputy-Director:

- Classe the neige: the site Valdemeir is closing down, therefore a new venue needs to be found for next year. **Suggestions are welcome.**
- Toilets: school hired personnel to clean the toilets in primary. However, toilets stay dirty because the toilets are old. Structural problem. Nonetheless, the Director is in favor of a parent-led initiative on hand/toilet hygiene at nursery.
- IT: office 365: to be taken up by the IT working group and discuss with Interparents.  
**Action point:** Board members are asked to send comments from their sections on Office 365 to B. Schmidbauer-Mogensen.  
**Action point:** Board members are asked to send comments from their sections on Office 365 to C. Farrar-Hockley, so that he can take it up with Interparents.
- Space in the football area: the P3-5 playground is too small for all footballers. Deputy Director of primary asked the Deputy Director of secondary the possibility to use 1/3 of the big football field and the sports hall between 12.00 and 13.00h for the Primary break. Mr Schmelz agrees that it is a good idea, but no concrete follow-up is given yet to change the time table.
- Matific: Matific is a new math program in primary which has been promoted by D. Van Geel and which was apparently presented in the February Interparents meeting.  
**Action point:** C. Farrar-Hockley to check with Sarah from Interparents.
- Anti-bullying: Deputy-Director of primary considers that project on the playground as implemented. Prof Hardy could come over to evaluate the specifics of the school premises and playground area to make tailor made recommendations  
**Action point:** S. Roda to ask what the cost would be for the conference and inform the Board. Then decision can be taken via written procedure.

Other points discussed with Deputy-Director were reported by B. Schmidbauer-Mogensen's in a detailed report sent to the APEEE Board by email.

g) CEES: Implementation of the work plan: discussion is held on teacher absences and use of study room.

h) Proposal of 1 week revision before BAC for S7 students: The idea would be that the school calendar should allow for one week of break between the end of the lessons and the start of the first BAC exam. In case the 180 days are kept and if the BAC starts later, then the other classes (S1 – S5) can continue 1 week longer as well. Proposition to revise the text and have a survey on the text.  
**Action point:** F. Tadini will fine tune with the help of an English native speaker the text and send it to all Board members for consultation of the respective sections.

### **III Working group priorities:**

Operational groups:

**Canteen:** postponed to the next Board meeting.

**Extra-curricular activities:** postponed to the next Board meeting.

**IT group:** postponed to the next Board meeting.

**Budget:** postponed to the next Board meeting.

**Enrolment policy:** postponed to the next Board meeting.

**Compliance and risk assessment group:** postponed to the next Board meeting.

**Education support:** postponed to the next Board meeting.

### **IV. Any other business:**

- a) Complaint policy: meeting with Mr Sharron is scheduled on the topic next Friday 15/4. F. Tudini, P. Reifenrath and J. von Pfaler to attend.
- b) Swedish section teacher/lawyer: question is asked whether the Board would support the letter to be send by the lawyer to the school on behalf of the APEEE. Discussion is held on the topic.  
**Vote is taken on**: "do you support that we send the letter from the lawyer to the school on behalf of the APEEE?"  
15 board members are still present at the moment of the voting: 5 vote in favor - 7 vote against and 1 vote abstain.  
**Decision**: letter will not be send to the school on behalf of the APEEE.
- b) Footfest - tombola: Footfest tombola tickets are available. All profits will go to the charity projects.
- c) Internal working methods: postponed to the next Board meeting.

**Next Board meeting will take place on Thursday 19/5/2016 at 19:00 in the canteen of the teachers.**