

**APEEE BXL II – WOLUWE
BOARD REPORT**

Date	: 10 May 2017 from 18:30 to 23:00
Location	: Canteen – Woluwe
Present (16)	: Vanessa AULEHLA - Anthony BISCH - Manuela CARAMUJO - Bengt DAVIDSSON - Katarzyna HOREMANS - Jovita LAZDINIENE (left at 21:40) - Rose Mc CARTHY - Johan MELANDER - Mario NAVA - Sara RODA - Andreas ROGAL - Bettina SCHMIDBAUER-MOGENSEN - Francesca TUDINI - Jan VON PFALER - Adam WATSON-BROWN
Excused (5)	: Mounia BENYAHIA - Guido RICCI - Albert RAEDLER - Johanna SAARENTALO-VUORIMÄKI - Pernilla SJÖLIN
Others	: Anja GALLE, Director of the APEEE

I Agenda points:

Approval of the agenda: Agenda is approved.

Approval of the minutes of the Board meeting of 25/4/2017: minutes of the Board meeting of 25/4/2017 are approved.

Action points from the 25/4/2017 Board report:

Action point: V. Aulehla has drafted a letter for the S7 parents concerning the BAC exams and mailed it to the Board members for comments. She's awaiting a reply from S. Conyers Barber from Interparents before sending the letter to the S7 parents.

Action point: dissemination of information to parents is postponed to the next Board meeting.

Action point: Advice and training on security issues for parents – AMOK: proposition is made to give a mandate to A. Bisch to organize such a training and invite the school management in order to give information on the security measures implemented in the school. Information will be given to the parents that this conference will not tackle any security issues of the school.

Proposition: do we agree that APEEE organizes this training on security for parents – AMOK?

Vote: majority of Board members vote in favor of the proposal.

Decision: Board members agree to give mandate to A. Bisch to organize an AMOK training for the parents at our school.

Action point: ceremony for P5 at the end of the school year is discussed. Proposal is made to gather ideas by next week in order to discuss further with J. Arnedo.

Action point: structure of the minutes of the CEP&M meetings is discussed. It is agreed that it's important to have adequate minutes in order to be able to inform the parents about the meeting. Proposition is made to send modifications to the minutes of the meetings via track changes to the Deputy Director and discuss the overall approach at the next meeting with him.

Action point: SEN working group to prepare a letter with questions which can be mailed to the parents whose child is leaving the school. Ongoing.

Action point: social media strategy to be discussed at the next Board meeting.

Meetings and attendance question: Upcoming meetings are:

On 11/5/2017: F. Tudini, J. Melander and J. von Pfaler will have meeting with Mr Sharron.
On 16/5/2017: at 12:30 canteen committee working group with the school. F. Tudini, J. Melander, B. Schmidbauer-Mogensen and A. Galle to attend.

Question is asked whether Board meetings should start at 18:30 or at 19:00?

Decision: majority of Board members present vote to keep the start of the Board meeting at 18:30.

Discussion is held on choosing the dates (Monday, Tuesday, Wednesday and Thursday) and proposition is made to alternate the days as of 2018.

Decision: as of 2018 the days of the Board meetings will be alternated between Monday, Tuesday, Wednesday and Thursday.

II. **Discussion points / vote:**

1) Charity concert organized by 4 APEEEs: S. Roda mailed the proposal concerning the organization of a charity concert to the Board members.

"Charity concert organized by 4 APEEEs – We received a request from APEEE Laeken to support a charity concert taking place on 8 January 2018. The benefits would go to a Belgian ASBL and the suggestion from the organizer is "Solidarité Grands Froids" <http://www.solidaritegrandfroid.be/>. The risk for APEEE, if tickets are not sold out, would be paying €1250. **Working Group Active Community agreed to recommend to the Board to limit our risk to €300.**

Action point: F. Tudini to contact C. Daguet-Babich in order to receive more information on the topic.

2) Line to take on casting and alike demands: discussion is held on whether the APEEE should send the requests from casting agencies and alike demands to the parents. Is it the task of the APEEE to send such requests to the parents for information using a disclaimer? Data protection issue is discussed and question is asked whether the mailing lists of the parents can be used for this purpose?

Proposition is made to discuss how to handle the small adds (filter) on the website (including commercial products etc).

Action point: communication / active community / IT WG group to discuss and make a proposal for the next Board meeting on what line to take on casting and alike demands and the strategy on how to address these requests, as well as propose a policy on how to manage the small adds.

3) Bees project: S. Roda send to the Board the request from Mr Valerio Rovai, teacher at the school, for financial help to implement the bees project for the total amount of €800. The hives will be placed at the school boarder, on the other side of the school exit. Mr Sharron already approved the project. In the past Mr Rovai has worked with primary students on Wednesdays afternoons, and he can provide information to any class which is interested.

Vote: majority of Board members vote in favor of the Bees project and support the project for 800 euro.

Decision: S. Roda can contact Mr Valerio Rovai and confirm that the APEEE Board will support the bees project for 800 euro.

III. **Any other business:**

1. Silent room: proposition is made to organize a silent room in which the students can book a table to study. The students would be for students who prepare for their exams. They would have to paid for the use of the study room and make reservations in advance. Proposition is made to organize such a study room as an extra-curricular activity for S5-S6-S7 students.

Action point: topic to be further discussed in the CEES working group and in cooperation with K. Horemans, Working group coordinator of the extra-curricular activities working group.

2. Brexit IPG: A. Rogal has joined the working group on Brexit IPG and he has mailed the first reflection paper to the Board members.
3. Extra-curricular activities 2017-2018:
 - a. Increase prices: in order to avoid a loss for the coming years, the extra-curricular activities working group proposes to increase the price for extra-curricular activities for 2017-2018 by 10%. The loss for 2016-2017 is estimated at 31.000 euro, due to indexation, payment of travel expenses (home/school/home) for the monitors, as well as due to increase of supervisors and hours of supervision following the security measures. In order not to increase prices again in 2019/2020 this proposal was made. Proposition of price increase of 10% was mailed to the budget committee, who has approved.

Proposal: question to approve the 10% increase of the prices of the extra-curricular activities for 2017-2018.

Vote: majority of board members voted in favor of the 10% price increase for 2017-2018.

Decision: implementation of the 10% price increase for the extra-curricular activities 2017-2018 is approved.
 - b. Run for Life: all Board members received a written update on the Run for Life event. Unfortunately a loss was made (1.103,98 euro). Proposition is made to donate 500 euro to Charity Save the Children.

Vote: majority of Board members voted in favor of giving 500 euro to the Charity event and cover the loss made
 - c. Extra-curricular activities: K. Horemans has mailed the report of the extra-curricular activities meeting of 8/5/2017 to the Board.
4. Project on IT: information is given that currently there are 2 IT working groups:
 - a. 1 working group across the other APEEEs in which data protection and office 365 are discussed.

Discussion is held on the use of Office 365 at the school, on the implementation and the user friendliness. Proposition is also made to receive more training from the school on the use of Office 365.
 - b. 1 working group within the APEEE which is discussing and analyzing the total overview of the APEEE IT environment. Several meetings will be held over the next several days on this topic.
5. Chinese classes: Information is given that interviews are being organized with teachers who can teach Chinese classes. Feedback on the outcome will be given at the next Board meeting.
6. Update from the WG -task forces:
 - a. Active community:
 - i. Report of Mr Hardy. S. Roda has received the full report of the project "violence in the playground" from Mr Hardy. She has received confirmation that the information can be distributed. Mr Hardy didn't charge the entire amount, therefore an amount is left which could be used for something else. Information on what the amount can be used for will be mailed to the Board members in due time.
 - ii. Presentation of info session Dr Renz Polster on 22/11/2017: to be discussed at the next Board meeting.
 - b. SEN task force: the task force reported on 2 particular cases brought to the APEEE.

7. Welcome policy - state of play: R. Mc Carthy has mailed an update on the welcome policy to the Board members. Proposition is made to assign the welcome policy to one of the 4 class representatives.
8. Update of primary class rep meeting of 27/4/2017: report of the primary class representative meeting has been mailed to the Board members.
9. Points for meeting with S. Sharron on 11/5/2017: F. Tudini had circulated to the Board members for input on points for the agenda of the meeting with S. Sharron on 11/5/2017.
10. Mindset for exams workshop: this information was mailed to the Board members before the Board meeting as an information point.

As one of the first decisions of the newly elected board, we have given our financial support for a mindset for exams workshop that the school management proposed for S6 and S7 pupils on Saturday, 18 March 2017. At the meeting of 8 February, the Board voted on sharing the cost of the workshop with the school and to use the money paid by the students for similar workshops in future. 42 students participated, mostly from S7, and Jen from Live-N-Learn (live-n-learn.co.uk) was very good in getting them active on a Saturday morning. Tips on Time management, on studying techniques, on how to avoid stress and how to have a growth mindset and confidence were given in interactive and funny way.

Total cost: 845 Euro

50%: 422,50 (APEEE contribution)

APEEE gained 210 euro (the money from the 42 students who participated) for similar workshops in future

11. Twitter & Facebook: A. Rogel asks the Board whether he can receive a mandate to use the Twitter and Facebook account of the APEEE.
Vote: majority of Board members voted in favor.
Decision: A. Rogel is given the right to use the Twitter and Facebook account of the APEEE.
12. Special leave for volunteers: K. Horemans will report in written to the Board on this topic.
13. Footfest 2017: The Footfest event at the school went well and the opening ceremony was a success.
President will ask Mr Sharron to let parents attend the opening ceremony at the Footfest since this is such a beautiful moment.
Observations made during the Footfest event are that the music was too loud and that the event is too much about spending and/or buying material things. Proposition is made to give the possibility to the children to donate their tickets to charity at the Footfest and instead of buying things, proposal is made to buy with the tickets "events" or ride on the attractions.

Next Board meeting will take place on Tuesday 6/6/2017 in the canteen of the teachers.