

APEEE BXL II – WOLUWE
RESOLUTIONS VOTEES & DECISIONS APPROUVEES
PAR LE CONSEIL D'ADMINISTRATION 2014
(période du 29-1-2014 jusqu'à 22-1-2015 année scolaire 2013-2014 inclus)

DECISIONS PRISES PAR LE CONSEIL D'ADMINISTRATION ET L'ASSEMBLEE GENERALE EN REUNION
DECISIONS TAKEN BY THE BOARD AND THE ANNUAL GENERAL MEETING DURING THE MEETINGS

C.A. 29-1-2014 – page 2 point III

Elections of the President, Vice-Presidents, Bureau members and working group coordinators.

Chairperson & Bureau:

- President: **Giles Houghton-Clarke**
Votes: 1 vote abstain and 17 votes in favor
- Administrative Vice-president: **Reinhard Biebel**
Votes: is elected unanimously
- Pedagogical Vice-president: **Renate Repplinger-Hach**
Votes: is elected unanimously
- Treasurer: **Mahendra Singh**
Votes: is elected unanimously
- Secretary: **Rachel Lancry**
Votes: is elected unanimously
- Information secretary: **Stefano Dotto**
Votes: is elected unanimously
- Board member without Portfolio: **Mario Nava**
Votes: is elected unanimously

Working group coordinators and the members of the pedagogical groups:

- Working group coordinator for Interparents: **S. Wojciechowski**
 - Members: C. Trejo, R. Repplinger-Hach, R. Lancry, C. De Grandis, K. Hasslöf, C. Farrar-Hockley
- Working group coordinator for kindergarten and the primary (CEP&M): **C. De Grandis**
 - Members:
 - German section: R. Biebel
 - English section: N. Revill
 - Finnish section: N. Hirvi
 - French section: S. Wojciechowski
 - Italian section: C. De Grandis
 - Lithuanian section: J. Lazdiniene
 - Dutch section: L. Develay
 - Portuguese section: M. A. Eichler
 - Swedish section: C. Farrar-Hockley

GHC

- Working group coordinator for secondary (CEES): **R. Lancry**
 - Members:
 - German section: R. Repplinger-Hach
 - English section: N. Revill
 - Finnish section: C. Trejo
 - French section: M. Nava
 - Italian section: S. Dotto
 - Dutch section: P. Lenne
 - Portuguese section: M. Rodrigues
 - Swedish section: K. Hasslöf

Decision: Board members agree that parent volunteers are welcome to join a working group to help and assist the working group members on topics. Parent volunteers are not allowed to represent Board members at CES and CEP meetings with the school.

1) Identification of working group members

Working group coordinators and the members of the operational groups:

- Canteen group: coordinator **G. Houghton-Clarke**
 - Members: N. Hirvi, M.A. Eichler, C. Trejo, K. Hasslöf
- Transport group: coordinator: **P. Lenne and E. Siegener to decide who will coordinate.**
 - Members: P. Lenne, E. Siegener, R. Biebel
- Extra-curricular activities: coordinator **M. Singh**
 - Members: M. Rodrigues, N. Revill, C. Farrar-Hockley, S. Dotto
- IT Group: Coordinator: **M. Rodrigues**
 - Members: E. Siegener, G. Houghton-Clarke
- Health & Safety: **Coordinator to be decided later.**
 - Members: N. Revill, C. De Grandis, G. Houghton-Clarke, L. Develay, J. Lazdiniene, K. Hasslöf
 - Volunteer parent: Vaea Lefrançois
- Information working group: a brief discussion is held on the format of the information working group. **Decision:** Presidents to discuss with S. Dotto the composition, role and responsibilities of the information group prior to the next Board meeting.
- Budget group: coordinator **M. Singh**
 - Members: J. Lazdiniene, C. Trejo, G. Houghton-Clarke
- Ad-Hoc working group: **to be decided later**
- Enrolment policy working group: proposition is made to create an enrolment policy working group. A group which helps to design the enrolment guidelines to be submitted to the BoG. One of the other tasks is the discussion of special cases and which are not easily defined by the rules.
 - Coordinator: **S. Dotto**
 - Members: Each section to nominate one member of the group and send name to S. Dotto.

Decision: Each section to send his/her member to S. Dotto and A. Galle

Focus persons for the following topics:

- SWALS: coordinator: **J. Lazdiniene**
- Events: coordinator: **M. Rodrigues**
- Cat II & III: coordinator: **P. Lenne**
- SEN: coordinator: **J. Lazdiniene**
 - Members: N. Hirvi, M.A. Eichler,

C.A. 20-2-2014 – page 3 point a

- Update on process of the compliance and risk management : All Board members have received the documents on compliance and risk management and a document regrouping the complaints. Each of these documents are briefly discussed to explain to the Board members that this process audit is running. President asks whether all Board members understand the usefulness and the importance of this process of compliance and risk management and whether everybody understands the process? Board members reply they understand and agree.

- Working group coordinator for secondary (CEES): **R. Lancry**
 - Members:
 - German section: R. Repplinger-Hach
 - English section: N. Revill
 - Finnish section: C. Trejo
 - French section: M. Nava
 - Italian section: S. Dotto
 - Dutch section: P. Lenne
 - Portuguese section: M. Rodrigues
 - Swedish section: K. Hasslöf

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 - Members: P. Lenne, E. Siegener, R. Biebel
- Extra-curricular activities: coordinator **M. Singh**
 - Members: M. Rodrigues, N. Revill, C. Farrar-Hockley, S. Dotto
- IT Group: Coordinator: **M. Rodrigues**
 - Members: E. Siegener, G. Houghton-Clarke
- Health & Safety: **Coordinator to be decided later.**
 - Members: N. Revill, C. De Grandis, G. Houghton-Clarke, L. Develay, J. Lazdiniene, K. Hasslöf
 - Volunteer parent: Vaea Lefrançois
- Information working group: a brief discussion is held on the format of the information working group. **Decision:** Presidents to discuss with S. Dotto the composition, role and responsibilities of the information group prior to the next Board meeting.
- Budget group: coordinator **M. Singh**
 - Members: J. Lazdiniene, C. Trejo, G. Houghton-Clarke
- Ad-Hoc working group: **to be decided later**
- Enrolment policy working group: proposition is made to create an enrolment policy working group. A group which helps to design the enrolment guidelines to be submitted to the BoG. One of the other tasks is the discussion of special cases and which are not easily defined by the rules.
 - Coordinator: **S. Dotto**
 - Members: Each section to nominate one member of the group and send name to S. Dotto.

Decision: Each section to send his/her member to S. Dotto and A. Galle

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C.A. 20-2-2014 – page 3 point a

- a) Update on process of the compliance and risk management : All Board members have received the documents on compliance and risk management and a document regrouping the complaints. Each of these documents are briefly discussed to explain to the Board members that this process audit is running. President asks whether all Board members understand the usefulness and the importance of this process of compliance and risk management and whether everybody understands the process? Board members reply they understand and agree.

CAC

Decision: Board members agree to sign off the compliance and risk management.

C.A. 19-3-2014 – page 4 point IV d

d) Purpose of document listing of decisions – article 16 APEEE statutes:

Article 11 of the APEEE statutes stipulate the following: "Resolutions of the General Meeting shall be brought to the attention of all members and be recorded in a register signed by the Chairperson and the Secretary and kept by the latter at the disposal of the Members." **Article 16 of the APEEE statutes** stipulate: "Resolutions of the Administrative Board shall be recorded in a register signed by the Chairperson and the Secretary and kept by the Secretary at the disposal of the members of the Association."

The listing of Board decisions is a legal requirement and therefore a document (register) is made each year recording the decisions taken by the General Meeting and by the Administrative Board. This document is then signed by the President and the Secretary, as stipulated in the APEEE statutes.

The document for 2012-2013 has been made and is ready to be signed by the President of the Board 2012-2013.

Decision: Board members agree to go ahead and have the register signed by last year's President and secretary.

C.A. 10-4-2014 – page 1 point I – 2

2) Purpose of document listing of decisions Board:

a brief discussion is held to create a document collecting the important decisions of the Board and of the general meeting. It could be useful for the future Board members to have an overview of all the important decisions taken in the past. This document should as well collect the necessary annex documents which contain the information on the taken decisions.

Proposal is made to create a virtual environment for the Board in which this document could be saved and shared. A vote is taken to create such a virtual environment. All Board members agreed.

Vote: all Board members present voted in favor of the proposal to create a virtual environment.

Decision: Board members agree to create a virtual environment in which document listing the Boards decisions can be saved and shared.

Action point: M. Rodrigues to propose such a system.

C.A. 10-4-2014 – page 2 point II :

II Working group plans & activities 2014:

1. Education:

c) CEES: Following items on CEES are discussed:

Missed lessons (teacher's absence): The school management is not able to give any information on teacher's absences because it seems to be too much work. Proposal is made to send a letter to the school management to request the information on the teacher's absences, and to put Mr Kivinen in copy.

Decision: Board members agree to send a letter to the school management to request the information on teacher's absences and put Mr Kivinen in copy.

Action point: R. Repplinger-Hach and R. Lancry to prepare a letter to send to the school management to request the information on teacher's absences and put Mr Kivinen in copy.

2. Operational groups:

Information:

Meetings with web designers for a new APEEE website are ongoing.

Question is asked whether in the mean time it would be possible to create a section on pedagogical affaires on the APEEE website.

Decision: create a section on pedagogical affaires on the APEEE website

Action point: E. Van Dijck to discuss with A. Sioen to create a section on pedagogical affaires on the APEEE website.

C.A. 10-4-2014 – page 4 point IV f:

IV Any other business:

f) APEEE support for classes/parents in cases of serious disputes with teachers and/or school:

CHC

Question is asked whether official action can be undertaken in cases of serious disputes with teachers and/or school and whether the APEEE could financially support such action? Question is asked whether the APEEE should provide a mechanism so that parents who want legal advice can receive it.
Question is also asked whether APEEE could finance this? Board members don't agree to finance this.
Role of the APEEE as a mediator is discussed.

Decision: Board members agree to provide a mechanism to the parents who are looking for legal advice.

Action point: E. Van Dijk to look for an appropriate lawyer.

C.A. 14-5-2014 – page 4 point IV – c/e /f:

- c) **Music award:** the school used to organize a music prize for the best music student.
Question is asked whether the APEEE would be interested in organizing this for music, art and sports?
How to get organized? Proposition is made to organize a panel consisting of teachers and APEEE members.
Award for all round contribution in music, art and sports (3 awards). It might be useful to have criteria for the selection of the candidates. Proposition is made to ask panel to organize the criteria and present them to the Board.
Vote: Does the APEEE wants to organize an award for music, art and sports? All Board members vote in favor.
Decision: APEEE to organize an award for music, art and sports.
Action point: M. Singh to ask panel to organize the criteria for the selection of the candidates for the music, art and sports award and present it to the Board.
- e) **Serving of alcohol at the school:** APEEE received question from the school management what the position is of the APEEE concerning the alcohol prohibition in the canteen at lunch time? Question is also asked whether alcohol can be served by the canteen on special occasions (celebration, Footfest, lunch after BAC ceremony etc)? Topic is briefly discussed.
Vote: do the Board members agree to keep the current policy on not selling alcohol in the canteen at lunch time? All Board members vote in favor. Board members also agree that alcohol can be served by the canteen on special occasions.
- f) **APEEE prizes at BAC ceremony:** The APEEE will offer this year 11 prizes (consisting out of a FNAC voucher and a book) at the BAC ceremony:
1. Natural sciences 1st prize for the best mark in 5 hour maths
 2. Natural sciences 1st prize for the best mark in 3 hour maths
 3. Natural sciences 1st prize for 4 hour chemistry
 4. Natural sciences 1st prize for 4 hour physics
 5. Natural sciences 1st prize for 4 hour biology
 6. Social sciences 1st prize for 4 hour history
 7. Social sciences 1st prize for 4 hour geography
 8. Social sciences 1st prize for 4 hours economics
 9. 4 hours philosophy
 10. 4 hours music: one for the best scorer
 11. 4 hours music: one for the best composer and/or performer

The winners of the APEEE prizes in sciences and social sciences are decided by whoever gets the best result in the written BAC. The school now proposes for the philosophy and music prizes to have the winners nominated by the teachers, as is done for the winner of school language prizes in L2, L3 and L4..

Vote: question is asked whether the Board members agree to have the winners of the philosophy and music prizes nominated by the teachers or the prizes should go to the students whoever get the best results in the written BAC? Board members vote in favor of keep giving the prizes to the students whoever get the best results in the written BAC.

Decision: Board members vote in favor of keep giving the prizes to the students whoever get the best results in the written BAC.

Action point: G. Houghton-Clarke to inform Mr Swallow of the decision of the Board to keep giving all APEEE prizes (including Philosophy and music prizes) to the students whoever get the best results in the written BAC.

School also proposes to order the books adapted to the language of the winner. Name of winners of the prizes are only known as of 26 June. The BAC ceremony is scheduled on 4 July, which leaves little time to order the books. Discussion is held on whether APEEE should give a book, a medal or a cup.

CAAC

Question is asked whether official action can be undertaken in cases of serious disputes with teachers and/or school and whether the APEEE could financially support such action? Question is asked whether the APEEE should provide a mechanism so that parents who want legal advice can receive it.

Question is also asked whether APEEE could finance this? Board members don't agree to finance this.

Role of the APEEE as a mediator is discussed.

Decision: Board members agree to provide a mechanism to the parents who are looking for legal advice.

Action point: E. Van Dijck to look for an appropriate lawyer.

C.A. 14-5-2014 – page 4 point IV – c/e /f:

- c) **Music award:** the school used to organize a music prize for the best music student.

Question is asked whether the APEEE would be interested in organizing this for music, art and sports?

How to get organized? Proposition is made to organize a panel consisting of teachers and APEEE members. Award for all round contribution in music, art and sports (3 awards). It might be useful to have criteria for the selection of the candidates. Proposition is made to ask panel to organize the criteria and present them to the Board.

Vote: Does the APEEE wants to organize an award for music, art and sports? All Board members vote in favor.

Decision: APEEE to organize an award for music, art and sports.

Action point: M. Singh to ask panel to organize the criteria for the selection of the candidates for the music, art and sports award and present it to the Board.

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Vote: do the Board members agree to keep the current policy on not selling alcohol in the canteen at lunch time? All Board members vote in favor. Board members also agree that alcohol can be served by the canteen on special occasions.

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8. Social sciences 1st prize for 4 hours economics
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10. 4 hours music: one for the best scorer
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The winners of the APEEE prizes in sciences and social sciences are decided by whoever gets the best result in the written BAC. The school now proposes for the philosophy and music prizes to have the winners nominated by the teachers, as is done for the winner of school language prizes in L2, L3 and L4..

Vote: question is asked whether the Board members agree to have the winners of the philosophy and music prizes nominated by the teachers or the prizes should go to the students whoever get the best results in the written BAC? Board members vote in favor of keep giving the prizes to the students whoever get the best results in the written BAC.

Decision: Board members vote in favor of keep giving the prizes to the students whoever get the best results in the written BAC.

Action point: G. Houghton-Clarke to inform Mr Swallow of the decision of the Board to keep giving all APEEE prizes (including Philosophy and music prizes) to the students whoever get the best results in the written BAC.

School also proposes to order the books adapted to the language of the winner. Name of winners of the prizes are only known as of 26 June. The BAC ceremony is scheduled on 4 July, which leaves little time to order the books. Discussion is held on whether APEEE should give a book, a medal or a cup.

GAC

Vote: 5 Board members vote to keep the system of the books in English and 5 Board members vote to change the system and give a cup.

C.A. 10-9-2014 – page 3:

- a) Organisation Annual General Meeting 22/1/2015 (date and GASP meeting room at Charlemagne Center)
Draft OJ/Agenda for the G.A. (planning): Discussion is held on the agenda for the AGM and Board members agree to focus on the APEEE business and not invite the Headmasters to the AGM of 22/1/2015.

Decision: Agenda to be focused on the APEEE business and not invite the school Headmasters.

C.A. 2-10-2014 – page 3:

IV Any other business:

Organisation Annual General Meeting 22/1/2015:

- a) Draft OJ/Agenda for the G.A. (planning): All Board members received a draft agenda for the AGM. Short Discussion is held on the agenda for the AGM and Board members agree to focus on the APEEE business and not invite the Headmasters to the AGM of 22/1/2015.

Decision: decision on approval of the agenda to be organized via mail.

- b) Number of vacant mandates: at the moment there are 13 vacant mandates. If no Board member with a 2 year mandate resigns then the vacant mandates will remain at 13.

Decision: Board members agree with the number of vacant mandates.

- c) Organization of half-day introductory & brainstorming session for new Board + date: Question is asked whether the Board members agree to organize an "Introductory & brainstorming session" for the Board 2015 like has been done last year. The new Board members will receive information on the APEEE procedures, working groups and functioning, as well as receive a guided tour of the kitchen. A warm lunch prepared by the APEEE kitchen staff will be provided.

Decision: Board members agree to organize the Introductory & Brainstorming session Board 2015 at the canteen at the school on 24/1/2015 as proposed.

C.A. 5-11-2014 – page 1:

1. Approval of the report of Board meeting of 2/10/2014:

Discussion is held on proposed paragraph on page 2 point II4 of the October Board report. Vote is taken on the following:

1. Proposition to use the redrafted text proposed by Board member: 1 vote in favour
2. Proposition to use the current drafted text: 8 votes in favour
3. Proposition to delete the paragraph: 5 votes in favour

Decision: the current drafted text will remain in the October Board report.

Decision: Report of Board meeting of 2/10/2014 is approved.

C.A. 5-11-2014 – page 2:

- Advocacy function: a lot of parents are informing the APEEE that they feel left alone on SEN issues. Proposition is made to offer the parents an advocacy function service. Lawyer has provided pricing structure and information on this is given to the Board. Process is the following: parents can contact the APEEE secretariat to receive the contact details of the lawyer. Parents can then contact the lawyer. Board proposes that a review is done of the advocacy function service after 3 months. Board is asked whether they agree with the pricing structure.

Decision: Board agrees with the pricing structure and advocacy function service can be started.

C.A. 5-11-2014 – page 2&3:

III Financial report & budget:

1. Approval of the Report of the "Commissaire aux comptes" and presentation and approval of the financial report 2013-2014 + budget 2014-2015:

GHC

Mr Clocquet, Auditor, attended the Board meeting and informed the Board members about the audit he has performed (Rapport du commissaire aux comptes) on the APEEE accounts in the framework of the Financial Report for the year 2013-2014 and in conformity with the Statute of the Asbl. Mr Cloquet informs about the legal obligations the APEEE has as an "asbl". Members of the Board have received the "rapport du commissaire aux comptes".

Mr Cloquet gave a summary of his findings during the audit of the financial accounts for the year 2013-2014. A short discussion was held on the information given by Mr Cloquet.

A vote is taken to approve the Rapport du Commissaire aux comptes, the financial accounts 2013-2014 and the budget 2014-2015 and to make the documents available to the Annual General Assembly for final approval.

Vote: All Board members present vote in favour to approve and to make the "rapport du commissaire aux comptes", the financial accounts 2013-2014 and the budget 2014-2015 available to the Annual General Assembly for final approval.

Decision: The "Rapport du commissaire aux comptes, the financial accounts 2013-2014 and the budget 2014-2015 have been approved and can be presented to the General Assembly.

C.A. 5-11-2014 – page 4:

IV Any other business:

Organisation Annual General Meeting 22/1/2015:

- a) Draft OJ/Agenda for the G.A. (planning): All Board members received a draft agenda for the AGM. No modifications were made.

Decision: The Board approves the proposed agenda of the annual general meeting of 22/1/2015.

Action point: G. Houghton-Clarke to ask Mr Sharron whether the parents evening for S1 to S5 parents which is scheduled on 22/1/2015 can be moved to another date.

Action point: R. Biebel and R. Repplingher-Hach to prepare draft text on resolution to make APEEE contribution fee mandatory (article 4 of the APEEE statutes) and send to Board for approval.

- b) APEEE Membership fee 2015-2016: Proposition is made to keep the APEEE membership to 45 euro per family for the next financial year and to assign 5 Euros per contribution paid to the Social Fund. A vote is taken. **Vote:** All Board members vote in favour.

Decision: APEEE membership fee 2015-2016 is 45 euro (of which 5 euro for social fund). This will be proposed to the General Assembly.

- c) Approval of the electoral office for the G.A.: The statutes stipulate that a minimum of 4 tellers is required for the electoral office. Mr Philippe Lenne, Ms Ruth Lopian, Ms Jane Shiel and Mr Carlos Trejo have volunteered to act as tellers for the electoral office.

Decision: The Board members approve the composition of the electoral office and the

C.A. 11-12-2014 – page 1:

II Agenda points:

1. **Approval of the report of Board meeting of 5/11/2014:** discussion is held on approval of the November Board minutes. Board members present agree to approve the Board meeting report of 5/11/2014. **Decision:** Report of Board meeting 5/11/2014 is approved.

C.A. 11-12-2014 – page 3:

III Working group activities 2014:

- a) CEP&M: Following items are briefly discussed:

- o Library committee: several parent volunteers help at the library at the school. It seems important that these parent volunteers could be brought together in a committee to discuss the work to be done in the library.

Action point: M.A Eichler to work with the SW section parent Christian Bondeson-Eggert, a trained Liberian, to establish a library committee consisting out of parents who work in the library. The committee will prepare an analysis of the problems in the library and an action plan.

Decision: The Board supports the initiative to organize a library committee and creation of a reform proposal for the library by the committee.

GAC

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Mr Cloquet gave a summary of his findings during the audit of the financial accounts for the year 2013-2014. A short discussion was held on the information given by Mr Cloquet.

A vote is taken to approve the Rapport du Commissaire aux comptes, the financial accounts 2013-2014 and the budget 2014-2015 and to make the documents available to the Annual General Assembly for final approval.

Vote: All Board members present vote in favour to approve and to make the "rapport du commissaire aux comptes", the financial accounts 2013-2014 and the budget 2014-2015 available to the Annual General Assembly for final approval.

Decision: The "Rapport du commissaire aux comptes, the financial accounts 2013-2014 and the budget 2014-2015 have been approved and can be presented to the General Assembly.

C.A. 5-11-2014 – page 4:

IV Any other business:

Organisation Annual General Meeting 22/1/2015:

- a) Draft OJ/Agenda for the G.A. (planning): All Board members received a draft agenda for the AGM. No modifications were made.

Decision: The Board approves the proposed agenda of the annual general meeting of 22/1/2015.

Action point: G. Houghton-Clarke to ask Mr Sharron whether the parents evening for S1 to S5 parents which is scheduled on 22/1/2015 can be moved to another date.

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Decision: APEEE membership fee 2015-2016 is 45 euro (of which 5 euro for social fund). This will be proposed to the General Assembly.

- c) Approval of the electoral office for the G.A.: The statutes stipulate that a minimum of 4 tellers is required for the electoral office. Mr Philippe Lenne, Ms Ruth Lopian, Ms Jane Shiel and Mr Carlos Trejo have volunteered to act as tellers for the electoral office.

Decision: The Board members approve the composition of the electoral office and the

C.A. 11-12-2014 – page 1:

II Agenda points:

1. **Approval of the report of Board meeting of 5/11/2014:** discussion is held on approval of the November Board minutes. Board members present agree to approve the Board meeting report of 5/11/2014. **Decision:** Report of Board meeting 5/11/2014 is approved.

C.A. 11-12-2014 – page 3:

III Working group activities 2014:

- a) CEP&M: Following items are briefly discussed:

- o Library committee: several parent volunteers help at the library at the school. It seems important that these parent volunteers could be brought together in a committee to discuss the work to be done in the library.

Action point: M.A Eichler to work with the SW section parent Christian Bondeson-Eggert, a trained Librarian, to establish a library committee consisting out of parents who work in the library. The committee will prepare an analysis of the problems in the library and an action plan.

Decision: The Board supports the initiative to organize a library committee and creation of a reform proposal for the library by the committee.

Cnc

C.A. 11-12-2014 – page 4:

IV Any other business:

- b) Eureka: Parent volunteers organize Eureka, the lost and found service for primary and secondary at our school. The school provides some (rather small) spaces for Eureka to use. For Primary in the library, and for secondary opposite the canteen in the préau of 5-6-7. It must be stressed that Eureka depends totally on parent volunteers on both sites.

It's clear that there are some aspects in Eureka primary and secondary that needs to be restructured, but the point to mention now is that the parent coordinator of Eureka will stop at the end of June/early July 2015. This poses a serious issue as the level of parents volunteering and actually helping at Eureka has already reached a critically low point (same problem also in library) – to such an extent that its usual service of being open at least once a week is in serious danger of becoming impossible. The current level of help and the response to the advert has not been either effective or successful.

Eureka needs to have a team of people that is there for us and our kids on both sites every Friday for about two hours from 12:00 to 14:00.

Following proposal is made: to allocate APEEE budget to put ALE people to work for 5 hours per week to work for Eureka.

Decision: all Board members agree with the proposal to allocate APEEE budget to put ALE people to work for 5 hours per week to work for Eureka.

Action point: M.A Eichler to discuss with E. Van Dijck and set-up the structure to organize help for Eureka, including looking into possibility of creating an online catalogue for parents of all items in Eureka.

Assemblée Générale Ordinaire 22/1/2015:

Resolution voted unanimously

The GENERAL MEETING names as tellers: Mme Marit Hololei, Mr Philippe Lenne, Ms Ruth Lopian, Ms Jane Shiel, Ms Christina Vlassis and Mr Carlos Trejo, the last being President of the electoral Office, and fixes **at 14** the maximum number of "crosses" per ballot paper.

Resolution was not voted on because the quorum of 2/3 of the full members present or represented in order to make a change to the statutes was not reached.

APEEE statutes : art. 4 – proposal for revision "- Article 4 -

The number of members is unlimited and must be at least three. Every member must be a parent of a child at the European School of Brussels II – Woluwe. ("Parent" is understood to mean any person with sole or shared parental authority over the child).

All parents are associate members, no formality for membership being required. Associate members shall only vote in an advisory capacity at the General Meeting.

Only families who have paid the APEEE membership fee may use APEEE services, which include but are not limited to, the provision of bus transport to and from the school, provision of school meals and provision of after-school activities. The level of the APEEE membership fee is set each year at the Annual General Meeting.

Resolution voted unanimously

The GENERAL MEETING approves the accounts 2013-2014 presented to it.

Resolution voted unanimously

The GENERAL MEETING approves the draft budget 2014-2015 presented to it and sets the annual contribution at 45 euros per family for the next financial year (5 euros per contribution paid is assigned to the social Fund).

Resolution voted unanimously

The GENERAL MEETING gives full discharge to the Governing Board for 2013-2014.

Resolution voted unanimously

The GENERAL MEETING approves the activity report for the year 2013-2014.

Garc

Resolution voted unanimously

The GENERAL MEETING proclaims elected the new Governing Board, according to the report of the President of the electoral Office.

DECISIONS PAR PROCEDURE ECRITE / DECISIONS VIA WRITTEN PROCEDURE

Procédure écrite 1 (25/06/2014): Do you agree to make the APEEE membership fee obligatory for all families that use one (or more) of the APEEE services?

Votes: 15 votes in favor out of the 17. One vote against.

Decision: Board agrees to make the APEEE membership fee obligatory for all families that use one (or more) of the APEEE services.

Procédure écrite 2 (24/11/2014): Approval of the 7 resolutions to be proposed at the AGM on 22/1/2015.

Votes: 17 votes in favor

Decision: Board agrees to propose the 7 resolutions (see document attached) to the AGM on 22/1/2015

Procédure écrite 3 (22/12/2014): Approval requested for start of new APEEE website.

Votes: nobody from the Board objected.

Decision: Board agrees to get started with a new APEEE website.

Procédure écrite 4 (16/1/2015): Approval of the board report of the Board meeting of 11/12/2014.

Votes: 13 votes in favor

Decision: Board approves the Board report of the Board meeting of 11/12/2015.

Procédure écrite 5 (12/1/2014): Approval of the annual report 2014 to be proposed to the AGM

Votes: 11 votes in favor

Decision: Board approves the Annual report 2014 to be proposed to the AGM on 22/1/2015.

ARC

Resolution voted unanimously

The GENERAL MEETING proclaims elected the new Governing Board, according to the report of the President of the electoral Office.

DECISIONS PAR PROCEDURE ECRITE / DECISIONS VIA WRITTEN PROCEDURE

Procédure écrite 1 (25/06/2014): Do you agree to make the APEEE membership fee obligatory for all families that use one (or more) of the APEEE services?

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Votes: 13 votes in favor

Decision: Board approves the Board report of the Board meeting of 11/12/2015.

Procédure écrite 5 (12/1/2014): Approval of the annual report 2014 to be proposed to the AGM

Votes: 11 votes in favor

Decision: Board approves the Annual report 2014 to be proposed to the AGM on 22/1/2015.

CHC

