

**APEEE BXL II – WOLUWE
BOARD REPORT**

Date	: 23 November 2017 from 18:30 to 23:00
Location	: Canteen – Woluwe
Present (13)	: Anthony BISCH - Manuela CARAMUJO – Bengt DAVIDSSON - Ana Dumitrache - Albert RAEDLER - Guido RICCI - Sara RODA - Andreas ROGAL - Johanna SAARENTALO-VUORIMÄKI - Bettina SCHMIDBAUER-MOGENSEN - Pernilla SJÖLIN - Francesca TUDINI - Jan von PFALER
Excused (7)	: Vanessa AULEHLA - Mounia BENYAHIA - Katarzyna HOREMANS - Jovita LAZDINIENE - Rose Mc CARTHY - Johan MELANDER - Mario NAVA
Others	: Anja GALLE, Director of the APEEE Erwin Van Dijck – Finance & Administration Manager Jacques Clocquet – Auditor

I Report of the "Commissaire aux comptes":

Presentation and approval of the Report of the "Commissaire aux comptes": 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 2016-2017 and in conformity with the Statute of the Asbl. Mr Cloquet informs about the legal obligations the APEEE has as an "asbl". All 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 2016-2017. Mr Cloquet explains about the allocation of the result and the choice which the APEEE has in this matter. The APEEE can either decide not to allocate the result 2016-17 but to leave it on the "Résultats reportés" or can decide the allocation of the result 2016-17 to the "Fonds Affectés" of the 5 departments. As has been done last year, the result will be allocated to the "Fonds Affectés" of the 5 departments.

This has been added to the resolutions for the AGM: Resolution 2: "The General meeting approves the accounts 2016-2017 presented and approves the allocation of the results into the 5 corresponding department's allocated funds."

A vote is taken to approve the Rapport du Commissaire aux comptes and the financial accounts 2016-2017 in order to make the documents available to the Annual General Assembly for final approval.

Vote: All Board members present vote in favor to approve and to make the "rapport du commissaire aux comptes" available to the Annual General Assembly for final approval.

Decision: The "Rapport du commissaire aux comptes" has been approved and can be presented to the General Assembly.

Mr Clocquet has been invited to the Annual General meeting on 29/1/2018 to answer possible questions from the parents. Mr Clocquet confirmed his presence.

The President thanks Mr. Clocquet for being present at the Board meeting and for all the work he has done for auditing financial results of the APEEE.

II Agenda points:

Approval of the agenda: Agenda is approved taken into account a point under III concerning the charity concert.

Approval of the minutes of the Board meeting of 19/10/2017: minutes of the Board meeting of 19/10/2017 are approved and will be circulated to the info class reps for distribution to the parents.

Action points of the minutes of 19/10/2017:

- 1) Interparents: feedback on Interparents meeting of 9-10/10/2017 is given. Following topics were discussed at the Interparents meeting, reporting in detail only made regarding points the board expressed interest for.
 - Preparation of the Joint Teaching Committee meeting.
 - Sarah Seabee resigned as President of Interparents. The only candidate which came forward is Pere Moles Palleja, President of Uccle, and he was elected as the President of Interparents.
 - Website of Interparents
 - Data protection: question is asked whether the information on data protection which Interparents receives and distributes to its members could also be distributed to the Board members.
 - Event Fames in Frankfurt – more detailed information will be mailed to the Board members
 - Marking scheme
 - Executive hiring

Action point: J. von Pfler send document on BAC from DOCEE to Board members. Done.

Action point: A. Rogal and/or A. Bisch to send information on data protection to Board members.

Meetings and attendance question: Upcoming meetings are:

- Interparents meeting on 30/11 + 1/12: A. Rogal and J. von Pfler will attend.
- Monday evening 4/12/2017 at 19:00 diner with the former Presidents & Vice-Presidents at the canteen of the teachers. F. Tudini, J. Melander, J. von Pfler and A. Galle to attend.
- CEES meeting on Thursday 7/12/2017 at 17:00
- Board meeting on Thursday 7/12/2017 at 18:30
- CEA meeting on 8/12/2017. K. Horemans will attend
- Organization of dinner Board in January as last meeting of the mandate. Proposition is made to organize the dinner at the canteen of the teachers. First check with canteen team whether they can organize this dinner on a Friday night or not.

Action point: A. Galle to check with canteen team for date and send invitation to Board.

II. **Discussion points / vote:**

1. Annual general meeting:

- Final OJ/Agenda for the AGM: Next AGM will be organized on Monday evening 29/1/2018 at 19:00 in the GASP meeting room at Charlemagne Center. All Board members received the final agenda with the resolutions for the AGM.

Ms P. Sjölin, Board member for the Swedish section, with a 2 year mandate has announced that unfortunately she probably will not be able to continue her mandate because of changes in her professional career. Due to this the number of vacant mandates changes from 13 to 14.

The Board thanks Ms Sjölin for her time invested in the Board, her support and all the work done.

Decision: Board approves 14 as the number of vacant mandates.

Decision: Final agenda and resolutions are approved by the Board.

Action point: The agenda with the resolutions will be mailed to all the class representatives in December, once we have received the confirmation of the Commission concerning the meeting room.

- Approval of the electoral office for the AGM: Approval of the electoral office for the G.A. The statutes stipulate that a minimum of 4 tellers is required for the electoral office. Ms Manuela Caramujo, Ms Jane Deasy, Mr Andreas Reindl, Ms Ieva Eggink and Mr Andreas Rogal have volunteered to become members of the electoral office. Mr Andreas Rogal has volunteered to act as President of the electoral office.
Decision: The Board members approve the composition of the electoral office and the President thanks the members of the electoral office for their assistance.
 - Update on annual report: At the moment only 2 texts received for the annual report.
Action point: All working group coordinators are urged to send the requested texts to A. Galle **by Friday 1/12/2017 at the latest**.
2. Charity concert: The Board confirms its decision that the 300 euro will only be used in case there's a loss following the organization of the charity concert.

III. Any other business:

- 1) Interparents: the next Interparents meeting will take place on 30/11 + 1/12 will be organized in Bergen (Holland).
Topic which might be on the agenda is the enrolment policy, including whether new sections can be installed in Berkendael. Discussion was held on the topic. President suggested that the latest draft version of the policy is circulated once again.
Decision: Board confirmed the opinion that all sections must be protected on the same level and not to make any difference.

Request to put Carnet oral for the primary on the agenda of Interparents. The implementation of a second carnet oral date during spring time (March / April). The objective is to improve the communication between the teachers and the parents. The first oral carnet appointment is in November, then a second which is via a written letter sent to the parents. The school has apparently the obligation to only organize 1 carnet oral.

The possibility to organize a second carnet oral was discussed with the deputy director of primary during CEP&M meeting. The deputy director informed that the school can't decide on this. This should be done via the Joint teaching committee. Proposition is made to ask that there would be an obligation for the teacher to contact the parents when the child is confronted with problems during the school year in due time.

Action point: A. Rogal to ask Interparents whether this could be discussed.

Action point: Latest document on enrolment policy to be mailed again to the Board for comments. Board members are welcome to send their comments to A. Rogal and J. von Pfaler by 29/11.

- 2) Update from the WG & task forces:

- CEP&M: next CEP&M meeting will be on 14/12. S. Roda can't attend on 14/12 at 16:15. B. Davidsson, A. Bisch and A. Dumitrache will attend the CEP&M meeting. On 29/11 a conference call will be organized with the working group to prepare the CEP&M meeting.

Action point: A. Galle to check with E. Van Dijck whether the APEEE has received an invoice for the material concerning the project violence in the playground.

Conference on "Trucs et astuces pour bien profiter de la toile. Dangers d'internet, des réseaux sociaux et des jeux en ligne": the conference will be organised on 12/4/2018 . The conference will be given by Commissaire Boagaert and is mainly for parents and secondary students. Conference will be in French. Cost of the conference will be 100 euros.

Decision: Board approves the organization of the conference and the cost.

Video-surveillance: APEEE can give support to the school on video-surveillance but it's the school who needs to decide what's the purpose or objective of the video-surveillance will be. Utilization should comply with the laws.

- **CEES:** joint conference on New Marking scale: APEEE Ixelles would like to organize joint conference on New Marking scale on 4/2/2018. They are inviting APEEE Bxl II to join the organization.

3) **Working methods:** a meeting was organized on 7/11/2017 to work further on the last version of the working methods. Changes were proposed and sent recently to F. Tudini. Discussion is held on the way forward. Proposition is made that F. Tudini revises the document and then sends it to the Board.

Action point: F. Tudini to send the reworked document with track changes to the Board for comments.

4) **Report on CEA meeting of 16/11/2017:** report had been mailed to the Board members.

5) **Greenpeace clean air project:** APEEE has donated 100 euro for the Greenpeace clean air project. APEEE Laken has sent out a letter from the school to the parents concerning the project. Our school has also received a letter from Greenpeace on the project. Mr Sharron asked Mr Schmelz to send the letter to the parents. This has not been done up till now.

Action point: B. Schmidbauer-Mogensen to ask Mr Schmelz to send the letter to the parents of the school.

6) **Meeting 14/12/2017 13 APEEEs with Commissioner Oettinger:** On 14/12 the 13 APEEEs are invited to meet Commissioner Oettinger. 14 persons will be in the room for the meeting.

Discussion is held on a possible list of 3 topics to be discussed during this meeting, as proposed by Interparents:

- a) Funding and governance of the schools
- b) EN teaching and learning (post Brexit)
- c) Teaching situation: contract of locally recruited teachers and contract of seconded teachers

Other possible priorities are discussed, such as the putting into practice the new marking system, inclusiveness of the school

F. Tudini will meet the Presidents of the other APEEEs next Monday 27/11 to discuss priorities of the 4 Bxl schools. After that meeting she will report back to the Board. Proposition is made that in case a second meeting with Commissioner Oettinger is not to be organized specifically for the Bxl schools, then we should raise at the meeting on 14/12 our own concerns, including the topic of the fifth school.

7) **Update on the situation regarding Garderie and the cooperation with APEEE:** Meeting was organized on Monday 20/11/2017 from 11:00 to 13:00 at APEEE office with Mrs Dalila Ambrogetti, Team leader OIB, Ms A. Dumitrache, Ms A. Jean-Villanueva and Ms A. Galle. Following points were discussed:

- Functioning of OIB Garderie, APEEE Surveillance and links between them when pupils participate to extra-curricular activities.
- Delays at the beginning of the year in collecting the children.
- Confusion between the Garderie and Surveillance at the beginning of the year – some children were brought to Surveillance instead of Garderie.

- ID check, when children are picked up.
- Snacks (collations)

Action point: A. Dumitrache will send report of the meeting to the Board members.

8) Newsletter December edition: Board members are welcome to send the articles for the December newsletter to A. Rogal. Ideas for articles are:

- a) S. Roda: save the date conference 12/4/2018
- b) M. Carmujo: Article on Education support evening
- c) B. Schmidbauer-Mogens: Article on Canteen meeting for class reps
- d) A. Rogal: Interview of the Eureka volunteers
- e) F. Tudini: General Assembly
- f) A. Rogal: article on the growfunding project

9) Sale of second hand ski clothes: at the last Christmas fair a sale was organized of second hand ski clothes. This was a big success. Proposal is made to organize such a sale again at the upcoming Christmas fair. However, such an organization is quite challenging and therefore volunteers should need to be found to help in order to help with the sale & the organization (2 volunteers per section).

Action point: B. Schmidbauer-Mogensen to send letter with information to S. Roda in order to find volunteers.

Next Board meeting will take place on Thursday 7/12/2017 in the canteen of the teachers.