

**APEEE BXL II – WOLUWE  
BOARD REPORT**

<b>Date</b>	: <b>23 May 2018 from 19:00 to 22:00</b>
<b>Location</b>	: <b>Canteen – Woluwe</b>
<b>Present (17)</b>	: Vanessa Aulehla - Ruta AVULYTE-JELAGE - Anthony BISCH - Christian BONDESON-EGGERT - Manuela CARAMUJO - Bengt DAVIDSSON - Ana DUMITRACHE - Sanjee GOONETILAKE - Jeroen JANSS - Cristina P.M. SARMENTO - Johan MELANDER - Albert RAEDLER - Guido RICCI - Andreas ROGAL - Johanna SAARENTALO-VUORIMÄKI - Bettina SCHMIDBAUER-MOGENSEN - Francesca TUDINI
<b>Absent (5)</b>	: Mounia BENYAHIA -- Katarzyna HOREMANS - Saïda KHANBOUBI - Jovita LAZDIENE - Jan VON PFALER
<b>Others</b>	: Anja GALLE, Director of the APEEE Erwin Van Dijck, Manager Administration & Finance

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**I Agenda points:**

1. Approval of the agenda: Agenda is approved taking into account removing the point of delegation of authority under point II.
2. Approval of the minutes of the Board meeting of 24/4/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.
3. Meetings & attendance question:
  - a. On 24/5/2018: CEA meeting: K. Horemans to attend.
  - b. On 25/5/2018:
    - i. At 8:15 Health & Wellbeing meeting at the APEEE office at the school. M. Caramujo, J. Melander, S. Goonetilake, A. Dumitrache, J. Janss and B. Davidsson to attend.
    - ii. At 19:00 Swedish section meeting in the meeting room Jean Monet
  - c. On 28/5/2018: Interparents meeting. A. Rogal and J. von Pfaler to attend.
  - d. On 30/5/2018: HHS working group meeting at 12:00 in the APEEE meeting room at the Breydel building.
  - e. On 31/5/2018: SAC meeting at 8:30. J. Melander, F. Tudini and B. Schmidbauer-Mogensen to attend.

**II Discussion points and vote:**

1. **GDPR update where we are in our quest for compliance:**

- a. Message has been mailed to all parents on Tuesday 22/5/2018 informing them about the general data protection regulation (GDPR) which will apply as of 25/5/2018. Parents have been informed that they can check and correct their data via the APEEE website and can request the deletion of their data by sending an email to the APEEE secretariat. Furthermore they have received a copy of the APEEE privacy statement. The information on the privacy statement and the term of use is also published on the front page of the APEEE website.
- b. An audit of the APEEE computer infrastructure has been done by the company MCH. They have proposed a price offer for a bi-annual audit control of the APEEE computer

infrastructure and the follow-up of the proposed recommendations. Budget proposal will be prepared for the Board by the next Board meeting in June.

Office 365: contact with the vendor has been established. We received price-offer which is in line with the voted budget. Project will be started. The idea is to switch email addresses during the month of July, in order not to interrupt the day to day business.

2. **Delegation of authority, suggestion on revision based upon experience**: postponed to the next Board meeting.
3. **Distribution or not of information to parents on "Campaign to encourage voter registration of EU citizens for local elections in Belgium"**: discussion is held on the question whether the APEEE should distribute or not information on topics (political, social etc) which they are asked to from parents? There's a consensus that the APEEE should do something concerning the request of the parent on the "campaign to encourage voter registration of EU citizens for local elections in Belgium". Proposition is made to invite the parent to write an article on the topic for the APEEE newsletter and furthermore distribute to parents via internal canals.

**Proposition**: to give mandate to the Communication working group to contact the parent and find a way for distribution of the information.

**Decision**: Board members agree with the proposal.

4. **Proposal to hire an additional person for the APEEE supervision**: proposal is made to hire an additional person to strengthen the APEEE supervision team. This in order to help the current APEEE supervision team to supervise children with specific behavioral and/or psychological conditions. The total cost for the APEEE would be 22.000 euro (CDD) and could be budgeted for 2018-2019. The start of the supervisor would be scheduled for September 2018.

**Proposal**: does the Board agree with the proposal to hire an additional person (CDD) for the APEEE supervision team?

**Vote**: All Board members vote in favor of the proposal.

**Decision**: mandate is given to A. Galle and E. Van Dijck to start search for hiring an extra supervisor for the APEEE supervision team to start working in September 2018.

Question is asked whether the draft text of the ad for the vacancy can be mailed to the Board.

**Action point**: A. Galle to send the draft text of the ad to the members of the Board.

Question is asked whether a room could be provided where children who are tired can rest during the APEEE supervision?

**Action point**: A. Jean Villanueva to make request to the school to use a room where children can rest during the supervision after school.

Supervision of S3-S4 students at school: it happens that S3-S4 students who are waiting for their extra-curricular activities are wondering around the school. They are asked to leave the school and come back for the activity or go to the sports hall to wait for their activity start.

The problem has been already discussed with the school management who has expressed its willingness to meet APEEE and discuss possible solutions

**Action point**: F. Tudini and K. Horemans to discuss this further with Mr Sharron and A. Jean Villanueva respectively.

### **III Any other business:**

- 1) **Interparents**: information is given on language policy. Question is asked whether the APEEE wants to take a position on this or influence? Proposition is made for the working group to prepare a list

with the most important things which relate to us and to make a summary of the language policy to be presented for discussion at the Board.

The school regulation foresees already the possibility of a new L2 language (not the 3 usual ones). In the transition from S5 to S6, students are allowed to change their L3 into L2 if they can organise a group of 5 pupils. (Spanish would be the most common language that is actually "turned into" an L2 in this way.) In the case that an L3 becomes an L2, the student would still have to take Geography, History and Economics in the former L2/vehicular language. This option is possible at every school but it is not a practice at our school. UCCELE did once succeed to open a L2 class in Spanish in S6 but this won't happen in September 2018.

**Action point:** A. Rogal to send the document on language policy to the Board.

- 2) CEA / new school: information is shared from the Task Force organized by President M. Martin concerning the possibilities for the creation of a new school. The minutes report that the Belgian Authorities are working to get a decision before this summer. The content of the minutes is the most official information which we received from the Administration in Belgium in charge of the file for the 5th school.

One of the options mentioned in the report is a European school to be build on the site of the NATO.

The next CEA meeting is on 25/5. As a result of the first phase the number of the places offered to parents for Woluwe would result in having around 3161 students for the school year 2018-2019. Most new students would be in S1 and S2.

**Action point:** F. Tudini to send additional information on the Task Force meeting's outcomes to the Board.

- 3) Feedback from meeting with school management of 15/5/2018: all Board members received the report of the meeting with the school management of 15/5/2018. Topics discussed are:

- Fund raising
- Teacher secondments: It was reminded that the issue has been discussed at different CEES meetings but that a more updated list with mention of which teacher is leaving and who is arriving in order to have a bigger picture of the situation is needed before the summer break.
- Fence around the school: Tracktabel is the company which has been appointed to provide the new fence around the school.
- Drugs: topic is discussed. Parents feel that there's an issue. Some parents feel that the school is not acting sufficiently, other parents think that the school is overstepping boundaries. The Board is aware that something should be done. Proposition is made to organize a survey in order to discuss the insights collected with the school management.

**Action point:** HHS Working group to find a way forward for this.

**Action point:** Secondary working group to remind Director Schmelz on this updated list.

- 4) Working methods - relations with parents: discussion is held on relations with parents and how far the APEEE can allow parents to go. Question is asked if we reach a certain point during the discussion should we be able to say stop to the parent? This because sometimes there's no immediate solution to a problem and the discussion might become too personnel. Proposition is made to create a Code of conduct for insisting complaints. The communication working group is happy to help Board members draft replies to parents.

- 5) Proposition topics for SAC meeting of 31/5/2018:

- Repainting of the different class rooms over a period of 5 years?
- Terms of references - Internal rules on the working of the CEP&M & CEES
- Use of the budget

**Action point:** Board members are welcome to send topics for the SAC meeting to F. Tudini.

**Next Board meeting will take place on Thursday 21/6/2018 at 19:00 in the canteen of the teachers.**