

APEEE BXL II – WOLUWE BOARD REPORT

Date	: 4 February 2021 from 19:00 to 23:30
Location	: ZOOM (online)
Present (22)	: Tatiana Almeida – Vanessa Aulehla – Bengt Davidsson – Catarina Duarte Gomes – Pim Gesquiere – Andrea Grgić – Anna Grömer – Sebastian Guerrero – Giles Houghton-Clarke (Chair) – Raquel Jimenez Lopez – Szilvia Kalman – Natalia Karpenko – Ona Kostinaitė-Grinkevičienė – Roberta Maggio – Minna Melleri – Christine Pyka – Johanna Schulyok – Kevin Smith – Michael Teutsch – Marjo Toivo – Anna Yavorska – David Zelinger
Others	: Anja GALLE, Director of the APEEE Ferhan PELISTER, APEEE Administration Clémence EUGENE, Communication Officer

I Agenda points

Approval of the agenda: Agenda is approved 100% by the Board.

II Elections

G. Houghton-Clarke, outgoing President of the Board, welcomes the Board members and congratulates them on their election. The various functions of the bureau members and working group coordinators are outlined. The Board members received before the meeting a message outlining how the election process will be organized.

1) Elections of the President

Chairperson:

- **Vote number 1** for President: **Giles Houghton-Clarke** is standing for the position of President.

Voting:

Yes: (19) 86%

No: (0)

Abstain: (3) 14%

Result of the voting: majority of the Board members voted in favour.

Decision: Giles Houghton-Clarke is elected

The newly elected President, Giles Houghton-Clarke thanks the Board for their support.

2) Election of the Vice-Presidents, Bureau members and working group coordinators

Vice-Presidents:

- **Vote number 2** for Vice-president Administrative affaires: **Roberta Maggio** is standing for the position of Vice-President administrative affaires.

Voting:

Yes: (20) 91%

No: 0

Abstain: (2) 9%

Result of the voting: majority of the Board members voted in favour.

Decision: Roberta Maggio is elected

- **Vote number 3** for Vice-president Pedagogical affaires: **Michael Teutsch** is standing for the position of Vice-President Pedagogical affaires.

Voting:

Yes: (20) 91%

No: 0

Abstain: (2) 9%

Result of the votes: majority of the Board members voted in favor.

Decision: Michael Teutsch is elected

- **Vote number 4** for Treasurer: **Vanessa Aulehla** is standing for the position of Treasurer.

Voting:

Yes: (19) 86%

No: (1) 5%

Abstain: (2) 9%

Result of the voting: majority of the Board members voted in favour.

Decision: Vanessa Aulehla is elected

- **Vote number 5** for Secretary: **Andrea Grgić** is standing

Voting:

Yes: (13) 62%

No: (3) 14%

Abstain: (5) 24%

Result of the voting: majority of the Board members voted in favour.

Decision: Andrea Grgić is elected

- **Vote number 6** for Information secretary: **Natalia Karpenko** is standing

Voting:

Yes: (19) 86%

No: (2) 9%

Abstain: (1) 5%

Result of the voting: majority of the Board members voted in favour.

Decision: Natalia Karpenko is elected

- **Vote number 7** for Board member without Portfolio (Member): information is given that the previous Board proposed to give this function to the Health, Safety and Security working group coordinator.

The previous Health, Safety and Security coordinator **Bengt Davidsson** is standing Results of the votes: majority of Board members voted in favor.

Voting:

Yes: (20) 95%

No: 0

Abstain: (1) 5%

Result of the votes: majority of Board members voted in favor.

Decision: Bengt Davidsson is elected

Working group coordinators and the members of the pedagogical groups:

Interparents:

The Working Group template specifies two representatives to be elected. Anna Yavorska states she has received confirmation directly from the President of IP that this can be increased to 4 representatives and proposes the Board should follow suite. Discussions are held. It is agreed to vote for 2 representatives now and after the meeting clarify the IP rules regarding both number of representatives and the role of observer versus representative. Should the rules allow, the Board can decide if it wants to raise the number of representatives or observers, at which point a further vote will be held for potential candidates. If the maximum number of coordinators is of 2, no actions will be taken.

- **Vote number 8:** Voting is held on the 2 IP representative positions: **Vanessa Aulehla (77% voted in favor), Bengt Davidsson (82% voted in favor), and Anna Yavorska (27% voted in favor)** are standing.

Results of the voting: majority of Board members voted in favour of Vanessa Aulehla and Bengt Davidsson.

Decision : Vanessa Aulehla is elected as IP representative.

Decision: Bengt Davidsson is elected as IP representative.

Members for the Interparents working group are:

Raquel Jimenez Lopez – Szilvia Kalman – Minna Melleri – Michael Teutsch – Anna Yavorska – David Zelinger.

Working group coordinator for kindergarten and the primary (CEP&M):

- **Vote number 9:** Working group coordinator: **Christine Pyka and Johanna Schulyok are standing.**

Result of the voting: the majority of Board members vote in favour of Johanna Schulyok (67% voted in favour). 33% voted in favour of Christine Pyka.

Decision: Johanna Schulyok is elected

- Members:

German section: Christine Pyka

Anglophone section: Anna Yavorska - back up: Kevin Smith

Finnish section: Marjo Toivo – back up : Minna Melleri

French section: Sebastian Guerreo – back up: Raquel Jimenez Lopez

Italian section: Roberta Maggio – Back-up: Vanessa Aulehla

Lithuanian section: Ona Kostinaitė-Grinkevičienė

Dutch language section: Natalia Karpenko – Back-up: Andrea Grgić

Portuguese section: Tatiana Almeida – Back-up: Catarina Duarte Gomes

Swedish section: Bengt Davidsson– Back-up:

Working group coordinator for secondary (CEES):

- **Vote number 10:** Working group coordinator: Szilvia Kalman **is standing**
Voting:
Yes: (20) 95%
No: 0
Abstain: (1) 5%
Result of the voting: majority of Board members vote in favor
Decision: Szilvia Kalman is elected

- **Members:**
German section: David Zelinger – back up: Michael Teutsch
Anglophone section: Kevin Smith
Finnish section: Minna Melleri
French section: Raquel Jimenez Lopez
Italian section: Vanessa Aulehla – back up: Roberta Maggio
Lithuanian section: Ona Kostinaitė-Grinkevičienė
Dutch language section: Pim Gesquiere – Back-up: Andrea Grgić
Portuguese section: Catarina Duarte Gomes - Back-up: Tatiana Almeida
Swedish section: Giles Houghton-Clarke

3) Identification of working group members

Working group coordinators and the members of the operational groups:

- **Canteen group: coordinator: Kevin Smith**
 - Members: Tatiana Almeida – Vanessa Aulehla – Pim Gesquiere – Andrea Grgić – Giles Houghton-Clarke – Roberta Maggio – Christine Pyka – Johanna Schulyok – Marjo Toivo

- **Transport group: coordinator: Minna Melleri**
 - Members: Vanessa Aulehla – Bengt Davidsson - Pim Gesquiere – Anna Grömer – Roberta Maggio – Christine Pyka

- **Extra-curricular activities: coordinator: Sebastian Guerrero**
 - Members: Vanessa Aulehla – Pim Gesquiere – Roberta Maggio

- **IT Group: Coordinator: Sebastian Guerrero**
 - Members: Catarina Duarte Gomes – Giles Houghton-Clarke – Kevin Smith – David Zelinger

- **Health, Safety & Security: Coordinator: Bengt Davidsson**
 - Members: Tatiana Almeida – Catarina Duarte Gomes – Pim Gesquiere – Andrea Grgić – Giles Houghton-Clarke – Raquel Jimenez Lopez – Johanna Schulyok – Marjo Toivo – Anna Yavorska

- **Budget group: Coordinator: Vanessa Aulehla**

Members: Catarina Duarte Gomes - Giles Houghton-Clarke – Pim Gesquiere – Andrea Grgić – Ona Kostinaitė-Grinkevičienė – Roberta Maggio – Kevin Smith – Anna Yavorska

- Enrolment policy working group: **Coordinator: Minna Melleri**
back up: David Zelinger
 - Members: all members of the Board.

It is discussed and agreed by all Board members that four working groups would merge into two working groups.

The Active Community working group and the School Community working group will merge into one working group (the name will be discussed during the first working group meeting).

The Communication working group and the Welcome Policy working group will merge into one working group.

- Communication/Welcome Policy working group: **Coordinator: Natalia Karpenko**
Members: Vanessa Aulehla – Catarina Duarte Gomes - Giles Houghton-Clarke – Johanna Schulyok - Marjo Toivo – David Zelinger
- Active Community/School Community working group: **Coordinator: Anna Yavorska**
 - Members: Vanessa Aulehla – Pim Gesquiere – Andrea Grgić – Marjo Toivo
- Educational support working group: **Coordinator: Raquel Jimenez Lopez**
 - Members: Tatiana Almeida – Vanessa Aulehla – Szilvia Kalman – Michael Teutsch – Anna Yavorska
- Compliance & risk assessment working group: **Coordinator: Marjo Toivo**
 - Members: Bengt Davidsson – Giles Houghton-Clarke – Pim Gesquiere – Andrea Grgić – Szilvia Kalman – Roberta Maggio – Anna Yavorska

Task forces

- **Mobility program**: exchange program for S4 & S5 students. It is agreed the task force will be discussed during the first CEES working group meeting. Members confirm the Mobility Program is on the CEES agenda.

<p><u>Action point</u>: Mobility program task force to be discussed during CEES meeting.</p>

- **Digital Privacy Awareness**: teach children, teachers & staff more on privacy. To know what to share and not to share. This concerns all aspects to digital privacy.
Coordinator: Anna Yavorska
- **Evere Task Force**: discussions on whether the Evere topic should be discussed within a workgroup or directly at Board level. The point is made that given the breadth of topics under this heading any taskforce will include almost all Board members therefore it may be better to make this a full Board topic.

It is agreed to start with no task force and make the Evere case a Board matter as of February 2021. Although, if a separate group becomes a necessity the Board will rediscuss to create the task force.

The President asks if any Board member wishes to create a task force or a working group. A. Grgić takes the floor to express her wish to form a Legal task force. An example of a topic it could address is to help to prepare for the update of the APEEE Statutes to the Belgian new law on ASBL/AISBL. Discussion is held on whether to create a legal task force or not. Point is made that the new Belgian Company Law brings many changes to the Statutes that can be only addressed by a task force. Others are of the opinion that legal issues should be handled by the concerned Workgroup e.g. Compliance & Risk assessment for Covid regulations, Bureau for HR issues.

Vote is held on whether to create a legal task force: 50% voted yes, 50% voted no.

It is therefore agreed to park the topic for the time being. **If a separate group becomes a necessity the Board will rediscuss to create the task force.**

Action point: APEEE structure document to be filled out with the names of the elected Bureau members, the names of the working group coordinators and the names of the working group members and send it to the Board members for check-up. Final APEEE structure document to be published on the APEEE website.

- 4) Next steps for working groups: is postponed to the next meeting.

III. Discussion points and vote

1. Data protection and confidentiality

President informs about the discussion which has been held at the AGM on confidentiality. There seems to be a general understanding to have a confidentiality agreement, but there seems to be also a lack of precision of the confidentiality definition with respect to non-GDPR issues.

A discussion on the topic is held. A. Grgić sends a draft of confidentiality agreement she has worked on to the Board members. Some argue that the legal matter of the confidentiality agreement and GDPR should be discussed with an external lawyer to provide accurate information on the Belgian law obligations. After careful consideration and the different opinions amongst the Board members, the President proposes that a meeting is held as soon as possible between the Vice-Presidents, A. Grgić and himself with a view to reviewing the requested changes and forwarding these in entirety to the external lawyer for consideration. A subsequent meeting on this topic for the Board will be arranged once the lawyer has reverted with a revised text. The objective is to finalizing this issue by the 13 February so that APEEE email addresses can be distributed and access granted to APEEE information resources.

This proposal is accepted.

Action point: comments and proposals on the confidentiality agreement to be collected and to be send to the APEEE lawyer for advice.

Action point: G. Houghton-Clarke will arrange meeting with VPs and Grgić, and send out time options for a special Board session to discuss the confidentiality and GDPR issues.

2. Approval of proposed dates of Board meetings & AGM

The Board agrees on the first the two dates (4 March and 13 April 2021), as it is brought to the Board's attention that some members believe there is too much fluctuation during the year. The Board decides it will work on the future meeting dates.

Action point: Board to decide next meeting dates at the Board meeting on 4 March.

IV. Any other business

1. Info concerning School C.A meeting of 28/01/2021

G. Houghton-Clarke will send out a report regarding the C.A meeting held on Thursday 28th as soon as possible.

Action point: G. Houghton-Clarke to send EEB2 C.A Meeting report to the Board members.

Next Board meeting will take place on Thursday 4/03/2021 at 19:00 online via ZOOM