

**APEEE BXL II – WOLUWE**  
**EXTRAORDINARY BOARD MEETING REPORT**

<b>Date</b>	<b>:</b>	<b>15 February 2021 from 19:00 to 21:00</b>
<b>Location</b>	<b>:</b>	<b>ZOOM (online)</b>
<b>Present (21)</b>	<b>:</b>	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 Deutsch – Marjo Toivo – Anna Yavorska – David Zelinger
<b>Absent (1)</b>	<b>:</b>	Tatiana Almeida (excused)
<b>Others</b>	<b>:</b>	Anja GALLE, Director of the APEEE Ferhan PELISTER, APEEE Administration Clémence EUGENE, Communication Officer

## Introduction

Presentation of the discussion points for the evening. The agenda is approved.

- 1. Decision about the reopening of the canteen and cafeteria**
- 2. Approval of the revised version of the Confidentiality Undertaking**

### 1. Reopening of the canteen and cafeteria.

The coordinator of the Canteen WG, K. Smith, presents the proposal for the partial reopening of the Canteen services.

- Maternelles: lunch served in the canteen. They will be the only ones to eat in the canteen.
- Primary: lunchboxes brought to the classes
- Secondary: opening of the cafeteria (two locations)

This will be in compliance with the applicable health protocols for COVID issued by the Belgian authorities, according to which maternelle kids can be served with a warm meal in the canteen, and primary and secondary pupils can benefit only of a cold meal eaten within their classes/bubbles.

- The lunch boxes are made of 100% fibre residues of plant origin. Document regarding the composition of the boxes was mailed to board members prior to meeting.
- The lunchboxes will be worked on throughout the month. They will be elaborated as the Canteen team becomes more familiar with the processes. This will be a work in process, as we aim to continually improve and keep it varied in order to take it to a higher level, so that children do not become bored.
- The 4,5 weeks (18 days) are a test and learn trial. A survey will be sent out to the parents and students prior to the end of the test period for feedback.

- Presentation of 3 possibilities concerning the canteen service:
  - Canteen staying closed
  - opening with 60% subscriptions to Primary lunch box, warm meal to maternelle children, and opening of cafeteria
  - opening with 80% subscriptions to Primary lunch box, warm meal to maternelle children and opening of cafeteria.
- Mental health of students and staff has also been taken into consideration while drafting the proposals for partial reopening – important to show that steps back towards normality can be taken.

Discussions are held on the following:

- Manage the expectations: talk about partial opening and not complete opening when communicating to parents.
- Ask the parents to support the initiative, as we offer the service to help the parents out.
- Next meeting of Belgian government to talk and discuss about further COVID-19 restrictions will be on 26<sup>th</sup> of February. New restrictive or easing measures might be announced.
- it is agreed to require parents of Primary to subscribe to the lunchbox service Yes/No), as this is a change from normal warm meal service. This will ensure clarity and avoid risk that parents are enrolled without realising or consenting. Maternelle pupils will be automatically enrolled as this is a re-start to normal warm meal service. No need for secondary parents to enrol as the use of the cafeteria is voluntary.
- At the end of the test trial, an assessment will be made of the actual financial losses.
- The financial implications were discussed in dept before the vote was taken.
- The current financial reserves of APEEE can absorb additional financial losses.

**Vote:** proposal for partial reopening of the Canteen services is voted on.

**Proposal for the canteen reopening approved by 81.8%.**

17 Board members voted in favour of the proposal, 2 Board members voted against and 1 Board member abstained.

**Decision:** The Canteen services will open as of Thursday 25<sup>th</sup> 2021 as proposed, with an evaluation at the end of the period.

## 2. Presentation of revised version of the Confidentiality Undertaking.

The Confidentiality Undertaking has been re-assessed to take into account the request made at the AGM to closer define what constitutes confidentiality for non GDPR related matter. Board Members had the possibility to further comment and a revised version of the Confidentiality Undertaking has been prepared taking into account points raised by them – which have then been discussed with the APEEE lawyer. The final version agreed with the lawyer by the participating Board members, R. Maggio, A. Grgić and G. Houghton-Clarke, has been mailed to the Board members prior to the meeting.

Separation of the previous Confidentiality Undertaking into three parts:

- a. **Confidentiality:** attempt to define confidentiality and confidential information
- b. **Data protection policy:** board members are not considered as data processors but persons working under the authority of the controller.
- c. **Storing data**

Question is raised as to whether a mechanism can be put in place to define and vote on what is confidential on each occasion, considering the possible risk of conflictive interpretations by the individual Board members of the definitions included under point 1.c of the said Confidentiality Undertaking. A mechanism to define what is confidential at the Board level by a vote may support the single members considering the possible risk

Reply is given that this mechanism to define confidentiality at the Board level would create a great bureaucratic burden on the normal business of the Board. It is further commented that defining exactly all the circumstance or exceptions to confidentiality is not practical or possible, in addition to the clarification added in the revised document. If in doubt, Board members can always raise a question or ask for opinion of the other Board colleagues.

A Board member was in the view that the Confidentiality Undertaking contravenes the Statutes and in particular Art. 12 of the Statutes. The Confidentiality Undertaking restricts the mandate of the Board members and only the General Assembly can define the mandate of the Board members. Therefore the Confidentiality Undertaking should be approved at the level of the General Assembly.

Response is given by the Chair of the Board that the Confidentiality Undertaking is the responsibility of the Board rather than the General Assembly, as it is the Board that is legally accountable for the operational management and legal compliance of the APEEE and therefore has the legal responsibility for such matters. This was stated at the General Assembly, as was the requirement to sign the Confidentiality Undertaking as a condition of becoming a member of the Board.

**Vote:** the proposed Confidentiality Undertaking is voted on.

**The Confidentiality Undertaking is approved by 80%.**

16 Board members voted in favour of the proposal, 3 Board members voted against and 1 Board member abstained.

**Decision:** the Confidentiality Undertaking is approved.

**Action Point:** The Confidentiality Undertaking will be published on the website.

**Action Point:** APEEE Secretariat to send the Confidentiality Undertaking in pdf format to the Board members to sign and members to send back a signed version of the document to A. Galle.

**Action Point:** once the APEEE Secretariat has received the signed document, Board members will receive their woluweboard.eu email address.

3. AOB.

G. Houghton-Clarke to attend PwC/EEB2 meeting regarding study on school capacity, and to report back.

B. Davidsson and V. Aulehla to send document on Interparents meeting and on IP representatives to Board members. Discussion regarding additional IP representatives will be held during next board meeting (04/03/2021).