

March 2024 Board Meeting

Date: Tuesday 5th March 2024 from 19h to 23h30

Location: Teachers' Canteen Woluwe & Online (ZOOM)

Present in situ: Célia ALVES RODRIGUES – Sofia AMOR – Pierre DEBAR – Catarina DUARTE GOMES – Andrew Janis FOLKMANIS – Pim GESQUIERE – Nicolas LACROIX – Bruno LARANJEIRA – Elita PETRAITIENÉ – Myriam PINI – Albert RÄDLER – Fabricio SANTOS – Gabriella SKARA (until 21h45) – Monika SZULYOVSKY – Francesca TUDINI – Jan VON PFALER – David ZELINGER

Present online: Sabrina FASOLI (as of 20h15) – Andrea GRGIĆ – Andrea HUTTERER – Gabriella SKARA (as of 22h10)

Absent: Luca CARAPELLI – Alexia MIKHOS – Anja SEMMELRODT

Others: Anja GALLE – Clémence EUGENE

Agenda Points

1. Approval of the agenda

The Board discusses the evening agenda and agrees to include two additional information points under 4. *Pre Bac & Cell Phone Policy*.

Decision: the agenda is approved.

2. Approval of the report of the Board meeting of 18/01 & 22/01/2024

Following a written procedure that recovered 23 votes out of 24, the procedure is void, therefore, the report is put up for vote.

17 votes for yes (Myriam Pini, Fabricio Santos, David Zelinger, Pim Gesquiere, Gabriella Skara, Bruno Laranjeira, Pierre Debar, Andrew Janis Folkmanis, Sofia Amor, Célia Alves Rodrigues, Andrea Hutterer, Catarina Duarte Gomes, Elita Petraitiené, Jan Von Pfaler, Monika Szulyovszky, Andrea Grgić, Albert Rädler) and 1 vote for abstain (Nicolas Lacroix).

Decision: the report is approved by the Board.

A member makes a request that written procedure be reserved for urgent matters, however another does not agree, as the use of written procedures for urgent matters can be dangerous.

3. Approval of the report of the Board meeting of 6/2/2024

The Board votes on the Board meeting report of the 6th February 2024.

16 votes for yes (Albert Rädler, Francesca Tudini, Monika Szulyovszky, Jan Von Pfaler, Myriam Pini, Elita Petraitiené, Célia Alves Rodrigues, Catarina Duarte Gomes, Andrea Hutterer, Sofia Amor, Gabriella Skara, Pierre Debar, Andrew Janis Folkmanis, Bruno Laranjeira, Pim Gesquiere, Fabricio Santos) and 2 votes for abstain (Nicolas Lacroix, Andrea Grgić).

Decision: the report is approved by the Board.

4. President's Notifications

The Chair states he wishes to make the agenda point "President's Notifications" permanent as an opportunity to share information he receives that needs to be shared with the members but are not discussion or voting points but may require discussion that could be scheduled for later.

The Chair informs the Board that Anja Semmelrodt has resigned for the Board for personal reasons.

The Chair informs the Board that the school administration has informed the APEEE they will not, as of September 2024, share the information related to pupils and parents (name, class, section, etc) with the APEEE. The matter is to be coordinated under the Health, Safety and Security working group.

Action Point: the Vice President of administrative affairs to enquire why the school has refused to continue to share the data containing information related to the pupils and parents (class, section, student ID, etc).

Action Point: Jan Von Pfaler, Albert Rädler, Andrea Grgić, Sofia Amor to be included in the development and work in collaboration with Health, Safety and Security WG.

The Chair informs the Board that the previous Health, Safety and Security coordinator (2022-2023) has shared it would be useful to discuss safety and security measures with the other EEB, following the terrorist attacks in October 2023. A first meeting is organised with the APEEE presidents on the 20th March 2024, to discuss joint work and discussions, including the concerns of some APEEEs on agreement between the European Schools and Parents' Association on the roles and responsibilities in safety and security. The Chair will come back to the Board with the outcome of the meeting.

Action Point: the Chair to ask fellow APEEE Presidents who do not agree with the new school / APEEE convention to share the items they do not agree with and the specifics of their holding of.

The Chair shares information related to the APEEE offices' move to the apartment of the outgoing school janitor. The planning and move process will be done by the Vice President of administrative affairs in cooperation with the Treasurer, who will inform the Board of the development.

The Chair informs the Board he will share a written report of the InterParents and OSGES budget committees.

Action Point: the Chair to share the written report with the Board.

Discussion Points and Vote

1. Remaining working groups' priorities

The remaining working groups that need to present their priorities are budget, IT, overcrowding Taskforce and canteen working groups. The IT and canteen working groups have shared their priorities and mandates for the year 2024 with the Board. The coordinators take the floor to present their programme.

The Canteen priorities are presented. The Board votes on the Canteen priorities.

17 votes for yes (Gabriella Skara, Fabricio Santos, Pim Gesquiere, Bruno Laranjeira, Andrew Janis Folkmanis, Jan Von pfaler, Célia Alves Rodrigues, Pierre Debar, Nicolas Lacroix, Sofia Amor, Francesca Tadini, Andrea Hutterer, Elita Petraitiené, Myriam Pini, Monika Szulyovszky, Andrea Grgić, Albert Rädler), 2 votes for abstain (David Zelinger, Catarina Duarte Gomes).

Decision: the Canteen working group priorities for 2024 are approved.

The Budget priorities are presented. The Board discusses and the Chair asks if the Treasurer can provide a timeline of the changes mentioned in May or June. A member raises the need for a revision of the Social Fund rules, another states the revision of such a document is complex and will need time and reflexion. The member, following her input, will review the document and share their modifications with the Board.

Action Point: C. Alves Rodrigues to share with the Board her first revision of the Social Fund rules.

18 votes for yes (Fabricio Santos, Myriam Pini, Francesca Tudini, Pim Gesquiere, Bruno Laranjeira, Andrew Janis Folkmanis, Jan Von Pfaler, Célia Alves Rodrigues, Pierre Debar, Gabriella Skara, Nicolas Lacroix, Sofia Amor, Andrea Hutterer, Catarina Duarte Gomes, Elita Petraitienė, Monika Szulyovszky, Andrea Grgić, Albert Rädler) and 1 vote for abstain (David Zelinger).

Decision: the Budget working group priorities for 2024 are approved.

The IT priorities are presented. The Board discusses and votes on the IT priorities.

19 votes for yes (Pim Gesquiere, Albert Rädler, Andrea Grgić, Francesca Tudini, Monika Szulyovszky, Elita Petraitienė, Célia Alves Rodrigues, Catarina Duarte Gomes, Andrea Hutterer, Sofia Amor, Nicolas Lacroix, Pierre Debar, Gabriella Skara, Jan von Pfaler, Andrew Janis Folkmanis, Bruno Laranjeira, Myriam Pini, Fabricio Santos, Sabrina Fasoli).

Decision: the IT working group priorities for 2024 are approved.

The overcrowding taskforce has not drafted its final mandate but will come back to the Board by the 9th April (next Board meeting). The Chair also asks if the members of the taskforce can enquire about the deposition made on the 22nd December 2023 in the context of the Evere zoning public inquiry and follow up and provide feedback to the Board.

Action Point: enquire about the deposition with *Perspective.Brussels* and kindly ask for a state of play of the replies & timeline.

Action Point: the Central Enrolment Authority representatives to ask about the enrolments, if Evere is planned to be administratively permanent.

2. Status of the APEEE's IT

The coordinator of the IT working group takes the floor to provide a state of play. The coordinator mentions the work that has been done and what needs to be improved and worked on. The group in collaboration with the IT officer will work on items that were initially requested but were back tracked due to other urgent matters. The coordinator underlines that following the decision of the Finance & Administration manager who took on the role of project manager to leave, the APEEE should hire a temporary consultant for the project, which was already suggested to the Board in December 2023. The coordinator states the working group will present proposals to the Board.

Members discuss that the hiring, due to the absence of articles in the Statutes mentioning the scope of the Director's responsibilities, the hiring should be done by the Board.

Action Point: the IT coordinator to organise an info session and/or extraordinary Board meeting and have the IT working group send the input on the temporary consultancy needs to the Board.

3. Update on the vacancy APEEE finance department and the mitigation measures

The two finance & administrative managers are leaving by April 2024. The APEEE is facing urgency in finding an accountant and/or finance & administrative manager. Recruitment is ongoing, and the rush to recruit someone who would be unsuitable in the long term should be avoided.

A short-term solution for the APEEE needs to be planned and organised. The Treasurer therefore presents the Board with a short-term recruitment solution: hire an accounting company on a temporary basis. The Chair asks the Treasurer to write down the procedure of hiring and the options on the short term and long term. The Chair wishes to have the Board fully aware of the procedure, some members express reservation regarding the process.

The Board mentions the need and wish to have the Treasurer send the information to the Board, as it was not done, and members state they wish to have more information on the topic.

The Treasurer states in his opinion that the Board should vote tonight on the following: the APEEE mandates the Director to hire a temporary consultant for a period of 3 months for a maximum of 25.000€.

The Treasurer presents the situation, and background information including immediate potential mitigation measures which are the following:

1. Hire an accounting company (560€/day ex. VAT) as estimated 2 days a week,
2. Information transfer to continue person to ensure hand over even if recruitment is delayed with suitable access to information,
3. Hire a temporary financial manager (900-1000€/day ex. VAT)

After discussion, the Treasurer requests the following resolution to be up for vote: *The Board mandates the director, a budget of 40.000€ for hiring an accountant company on temporary basis (6 months) to provide the accounting services in view of the departure of the financial manager and mitigate the associated risks.*

17 votes for yes (Sabrina Fasoli, David Zelinger, Pim Gesquiere, Bruno Laranjeira, Andrew Janis Folkmanis, Pierre Debar, Myriam Pini, Fabricio Santos, Nicolas Lacroix, Catarina Duarte Gomes, Célia Alves Rodrigues, Elita Petraitiene, Monika Szulyovszky, Gabriella Skara, Andrea Grgić, Albert Rädler), 1 vote for no (Sofia Amor), 1 vote abstain (Jan Von Pfaler).

Decision: the Board approves the mandate.

4. Overview of the scope of our mandates

The Chair presents a project to establish “ways of working” which would address matters such as: how meetings are run, how voting happens, etc.

The Board had “working methods” which were drafted in 2018 and revised in 2020 and approved by the Board at the time, which should still apply, such as the sharing of documents up to 48h prior to the meetings to allow for members to read and inquire. It is noted that other items could be updated.

Action Point: the Secretary of the Bureau to start a revision and then upload the working methods on Sharepoint and share it with the Board for comments.

Action Point: the Statute Update working group to assess which parts of the working methods can be translated into the *Règlement d'ordre Intérieur*.

a. **Pre-Bac**

The coordinator of the CEES group states that, feedback regarding lower grades in pre-bac exam of Biology across the sections has been shared with the Bac unit but informs it may not be alarming. In the LT section, the teacher was not involved in the drafting of the questions and was not informed of the questions, therefore could not properly train the pupils. The Bac unit will be dealing with it.

b. **Cell phone Policy**

During the CEES meeting (4th March 2024), the Assistant Deputy Director and Secondary Deputy Director wish to have a cell phone policy and are awaiting the formal instructions from the Sec. Gen to be shared with all EEB and be implemented by each school. Therefore, any input on the APEEE's side is on hold. Ixelles has shared a survey on what the policy could look like.

The CEES meeting was adjourned due to lack of time but will be continued next week.

5. **Communicating on our work programme**

The coordinator of the Communications working group requests that each working group kindly prepares one to two pages on their priorities, following a template, for the website and parental information. The Communication working group will provide the working groups with a sample version to serve as inspiration.

6. **Date EGM & AGM**

The Statutes Working group coordinator takes the floor and presents the timeline and background information the working group members drafted and shared with the Board. The general assumptions the Board should take into consideration when scheduling the General Meeting are the following:

- General Meeting should take place in situ
- GASP-Charlemagne is the preferred meeting room. The Sally Polyvalente (EEB2 Woluwe site) would be a second option. The Canteen of Evere is not suitable for a General Meeting
- General Meeting should not take place during the Strasbourg Calendar
- The agenda for the General Meeting needs to be sent one month before the General Meeting.
- Parents have expressed the opinion that they should be able to comment on the draft articles before they are adopted by the Board. The Board has expressed the opinion that it should be able to send the articles proposed by the Working Group back for improvement
- As a result, the first version of the draft articles should be submitted to the Board two meetings (at the latest) before the meeting that will vote on the agenda for the General Meeting

The Board discusses the period up until the summer holidays and the action points, as well as the period from September to the General Meeting.

Action Point: the coordinator of the Statutes to come up with a proposal to be voted on the 9th April 2024 and have the Board receive it no later than a week before the 9th April 2024.

The coordinator says that if the document will be not sent by the 21st March 2024, the revision of the statutes will be earliest for the annual general meeting of January 2025.

7. **Clarification and proposal for improving board dynamics** not discussed due to lack of time.

Any other Business

1. **Info point on extracurricular activities** not discussed due to lack of time.
2. **Info point on creation team to work on redrafting the General Terms & Conditions for further proposal to the Board** not discussed due to lack of time.

Meeting ended at 23h30
Next Board meeting is scheduled on Tuesday 9th April 2024.