

April 2024 Board Meeting

Date: Tuesday 9th April 2024 from 19h to 23h20

Location: Teachers' Canteen Woluwe & Online (ZOOM)

Present in situ: Célia ALVES RODRIGUES – Sofia AMOR – Luca CARAPELLI – Sabrina FASOLI – Andrew Janis FOLKMANIS – Pim GESQUIERE – Elita PETRAITIENÉ – Myriam PINI – Albert RÄDLER – Fabricio SANTOS – Monika SZULYOVSKY – Jan VON PFALER – David ZELINGER

Present online: Pierre DEBAR – Catarina DUARTE GOMES – Andrea GRGIĆ – Nicolas LACROIX – Bruno LARANJEIRA

Absent: Alexia MIKHOS – Andrea HUTTERER – Francesca TUDINI

Others: Anja GALLE – Clémence EUGENE

Agenda Points

1. Approval of the agenda

The Board discusses the evening agenda.

Decision: the agenda is approved.

2. Approval of the report of the Board meeting of 05/03/2024

The Board votes on the Board meeting report of the Board meeting of the 5th March 2024.

10 votes for yes (Nicolas Lacroix, Andrew Janis Folkmanis, Jan von Pfaler, Elita Petraitiené, Myriam Pini, Monika Szulyovszky, Sabrina Fasoli, Pim Gesquiere, Luca Carapelli, Célia Alves Rodrigues) 1 vote for no (Catarina Duarte Gomes) and 4 votes for abstain (David Zelinger, Fabricio Santos, Andrea Grgić, Pierre Debar).

Decision: the report is approved by the Board.

3. Notifications

5th School – Neder Over Hembeek

The Board was informed on the 7th April of a possible delay in the construction of the 5th European School. The matter will be brought up by InterParents at the Board of Governors starting on the 10th April 2024.

Resignation

Ms Gabriella Skara (Board representative of the English section) has resigned from the Board.

Staff Union Meeting

The staff unions in the European Institutions are holding a Q&A session with the presidency of the Board of Governors. Whoever wishes to participate is welcome to attend.

School Infrastructure Development Plan

Following a meeting between with the Belgian authority, the school management updated the APEEE regarding the infrastructure plan. A confidential document was drafted and shared with the APEEE by the school. The school management has kindly requested to list the needs by the 17th April 2024 at the latest. The school management has informed its stakeholders that the Belgian authorities would like to receive this document and wish to start the conversion process and that an architect has been appointed to carry out the changes.

The Board discusses the needs created by such a plan, such as the creation of a taskforce, if the members would like to participate and agree to readdress the item under the agenda point II. 3 '*School Infrastructure Development Plan*'. Suggestions mentioned by members:

- Create a taskforce dedicated to the infrastructure development plan.
- Have the APEEE director coordinate the taskforce to provide the services' point of view.
- Have the VP of administrative affairs and the Overcrowding Taskforce provide feedback to the Board.
- Have the Overcrowding Taskforce absorb the task under its umbrella.
- Have the APEEE director work with the VP of administrative affairs and the taskforce overcrowding to report to the Board.

The agreement between the European Schools and Parents' Associations on the roles and responsibilities in safety and security

Before the Easter break, APEEE Bxl III provided their feedback on what they would like to modify. The Chair has shared the document with the comments with some members of the Board.

The Chair informs a meeting will be held next week and the item will be on the agenda for follow up. The Board discusses suggestions provided on the next steps (i.e signature with approved December mandate of the Chair, review the document following the other APEEEs feedback, seek legal advice on consolidating the agreement with the Evere-Woluwe's needs, have the 2024 Board vote on the agreement following the delay and possible new version, etc).

Action Point: Statutes Update working group coordinator to review the document and revert to the Chair with proposal on the next steps.

Action Point: the Chair will circulate related information to all Board members.

Action Point: the Chair to send a summary of what the APEEE Presidents will discuss next week and what the agreement tackles.

Commission Paritaire

Partena, the Social Secretariat of the APEEE responsible for the salary administration, shared a notification regarding the *Commission Paritaire* of the non-profit sector PC 337, under which the APEEE resides, indicating that a thirteenth month of salary is mandatory for all staff members who are under the APEEE payroll and must be implemented. Previously, it was not obligatory, and consequently not implemented as such. This notification has been shared with the members of the Budget working group for discussion at the budget working group meeting on 9/4/2024.

The calculation of this thirteenth month is clearly stated in the notification from the social secretariat. The finance & administrative manager has made an initial calculation for the current 82 staff members incurring an estimated cost of 117 000 €. The Board takes note of this notification and will add this to

the current costs and for future budgets. If the prices of the services are impacted, the parent community will be informed as usual.

Action Point: the APEEE director to send the information related to the *Commission Paritaire* 337 to the Board.

Canteen Equipment

Following an issue and breakdown of kitchen equipment worth around 20.000€, the school had initially stated it was the APEEE's fault. However, following an independent expert analysis, the APEEE is not at fault and the school will cover the costs and discuss the process internally. The renewal of the equipment is needed and will appear in the infrastructure development plan of the school.

Discussion Points and Vote

1. Hiring Finance & Administrative Manager

The Treasurer and Vice President for Administrative Affairs have communicated to the Board members on 4th April 2024 that a candidate has been selected for the function of the APEEE Financial and Administrative Manager, including the overview of the selection procedure, information about the selected candidate and proposal regarding the contract (CDD renewed as CDI) and salary.

Decision: the Board agrees to proceed with the hiring of the proposed candidate.

2. Mandate Taskforce Overcrowding

The coordinator of the Overcrowding Taskforce presents the mandate.

The Board votes on the Overcrowding Taskforce priorities.

18 votes for yes (Fabricio Santos, Luca Carapelli, Jan von Pfaler, Sofia Amor, Pim Gesquiere, Monika Szulyovszky, Myriam Pini, Albert Rädler, Andrew Janis Folkmanis, Sabrina Fasoli, Célia Alves Rodrigues, Elita Petraitienė, David Zelinger, Catarina Duarte Gomes, Bruno Laranjeira, Nicolas Lacroix, Pierre Debar, Andrea Grgić).

Decision: the Overcrowding Taskforce priorities for 2024 are approved.

3. Replacements for the roles of departed Board members

Following the departure of two members, roles in the Board need to be filled by current members.

CEES

Andrew Janis Folkmanis as English section representative will be member of the CEES.

Footfest Charity projects

Elita Petraitienė volunteers for the Footfest Charity projects.

School Infrastructure Development Plan

The Chair readdresses the item which was discussed above under I. 3. The Board discusses and agrees that the services and the pedagogical side should be assessed by the Infrastructure Development Plan of the school. The Chair agrees and states he will turn to the Coordinator of the Overcrowding Taskforce jointly with the APEEE Director for updates.

InterParents Observer

The Board discusses. Célia Alves Rodrigues, Nicolas Lacroix and Andrea Grgić stand for the position of InterParents observer. The Chair states that all members of APEEEs and parents (non-members) are welcomed in the different working groups of the InterParents association.

Action Point: The Chair to provide the list of the InterParents working groups and share with the Board.

Célia Alves Rodrigues removes her candidacy but wishes to join an InterParents working group.

The Board is invited to vote for the second observer, for Andrea Grgić, Nicolas Lacroix or abstain.

Andrea Grgić (10 votes), Nicolas Lacroix (7 votes) and 1 abstention.

Decision: Andrea Grgić is elected as InterParents observer.

4. **Update on move of APEEE offices to the janitor's apartment.**

The Treasurer takes the floor to present the situation regarding the move of the APEEE offices to the janitor's apartment. The apartment, to allow for all staff members to fit, requires construction works.

The members discuss the situation and the state of play provided. The Board also discusses and agrees to draft a convention/agreement regarding the janitor's apartment.

Action Point: the Vice President of Administrative Affairs and the Treasurer to draft a first version of the agreement between the APEEE and the school regarding the janitor apartment.

5. **Blocking of account**

On 22nd February 2024, the finance and administration manager contacted one of the banks the APEEE works with, stating payments had not gone through, the contact person informed them that the identity cards of several members of the APEEE Board were not in order.

For context, the APEEE Secretariat requests from new elected APEEE Board members to provide a valid identification card for the Moniteur Belge and for the banks with which the APEEE works. Following the invalid/expired documents from some members, one of the banks blocked APEEE accounts, which took 8 working days to reopen. As of 5 March 2024, all accounts were reopened.

Comments are made by Board members that the Board should have been informed at the time, and stress the importance of the duty to inform in time.

In preparation for the Annual General Meeting in 2025, parents will be informed that, candidates who wish to stand for the Board, what valid documents are necessary for the banks.

6. **Social Fund**

Two members of the Board have worked on a revision plan of the Social Fund rules. A short presentation is made to provide context, state of play and possible revisions. The Board discusses and agrees to proceed to a vote.

The Board votes on the agreement to review the Social Fund rules under the umbrella of the Budget working group.

11 votes for yes (Fabricio Santos, Luca Carapelli, Jan von Pfaler, Sofia Amor, Pim Gesquiere, Monika Szulyovszky, Elita Petraitienė, Andrew Janis Folkmanis, Andrea Grgić, Pierre Debar, Célia Alves Rodrigues), 2 votes for no (Nicolas Lacroix, Myriam Pini).

Decision: the Board approves to review the Social Fund rules under the umbrella of the Budget working group.

In addition to the revision, the Board agrees to make an addendum to the Budget working group mandate to include the reviewal of the Social Fund rules.

7. Update from the Update Statutes Working group

The coordinator of the Update Statutes working group takes the floor to provide a state of play. No submissions of the finalised version of the modification of articles of the Statutes were sent before the Easter break of 2024. Therefore, the item is postponed for the AGM 2025. No Extraordinary General Meeting will be held in 2024. The planned EGM on 19/6/2024 is cancelled therefore the reservation of the GASP meeting room can be cancelled.

The Statutes Update working group, following multiple comments and suggested modifications, was not able to provide a finalised version in time. The working group decided to start to work on the finalisation of the division of the confidentiality undertaking.

Any Other Business

1. Update on meeting with school of 09/04/2024

The APEEE director, president and vice president of administrative affairs met with the school management and discussed the following items:

- Inquiry with the government regarding the Evere zoning, on which the school has not received any update.
- Discussion on data sharing which is ongoing.
- APEEE summer workshops. The school management is open to look at the proposal of the APEEE for the organisation of workshops in July and before the school start in September 2024. . Therefore, the school management kindly asked for the APEEE to provide dates and needs concerning space for planification and review.

Action Point: the APEEE Extracurricular Activities manager to provide dates and space needs to the school management to verify availability.

Meeting ended at 23h20

Next Board meeting is scheduled on Monday 13th May 2024.