

APEEE Annual Report



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1. Introduction

This year has been a busy one. The overcrowding of the predominantly secondary cycle in European schools of Brussels and the availability of the Evere site have dominated discussions. We do still have uncertainty and questions about planning still awaited from school management regarding the possibility of moves to Evere for 2026. This will require much attention next year.

The services, canteen, extracurricular activities and transport have functioned well, although we can do better with more attention to IT support. New IT invoicing was introduced, which generally worked well, with some teething troubles. IT is emerging from its past problems, but the services have many requests, and better integration in the systems is needed. In the next years we must continue to improve in IT and financial management.

Our Financial Director, Erwin Van Dijck, worked for the APEEE since 1990 including as Director for 5 years, until his retirement in 2024. We wish him and his family an excellent retirement, and thank him very much indeed, as one of the “founding fathers” of the APEEE services as we know them today.

As always, Board members tracked school activities, with an eye on Bac, wellbeing, safety and security developments. This year’s Bac had quite a number of problems, something that is not improving over the years. Via InterParents all the European schools submitted our assessment and we are pushing for improvements in the way the Secretary-General’s office assures quality of the Bac.

The APEEE had good cooperation with the school in CEPM and CEES (primary and secondary education councils), a parents’ conference on social networks inclusive education was held, as well as first time ever training of staff on the usage of EpiPen.

As every year, we offered our teachers sweet gifts of gratitude for teachers’ appreciation day. Teachers remain of course the solid mainstay of our school.

Promoting political scrutiny of the European School System also remains important for a parents’ organisation. Together with other APEEEs, our delegates to InterParents engaged in contributing to the latest report by the European Parliament on European schools.

Andrew Janis FOLKMANIS

2. Services

A. Extracurricular Activities

Members of the Administrative Board

Francesca TUDINI (IT Woluwe) – Working Group Coordinator
Célia ALVES RODRIGUES (PT Woluwe) until 16/05/2024
Sofia AMOR (PT Woluwe)
Catarina DUARTE GOMES (PT Woluwe)
Sabrina FASOLI (FR Woluwe)
Andrea GRGIĆ (NL Woluwe) until 14/05/2024
Bruno LARANJEIRA (PT Woluwe)
Albert RÄDLER (DE Woluwe)
Fabrício SANTOS (PT Woluwe)
David ZELINGER (DE Woluwe)

Members of the APEEE Staff

Anja GALLE - APEEE Director
Agnieszka JEAN VILLANUEVA – Service Manager
Aliocha SIOEN
Victoria SANCHEZ
Hicham BOUSKIA
Donatella CARRARO

The APEEE extracurricular activities at EEB2 are managed by Agnieszka Jean Villanueva, in collaboration with Aliocha Sioen, Hicham Bouskia, Victoria Sanchez, and Donatella Carraro, under the supervision of the APEEE Director and the APEEE Board Working Group.

The APEEE aims to provide pupils with the opportunity to explore a wide range of activities, allowing them to fully develop their potential. Whether it is playing a musical instrument, engaging in competitive sports, or honing their artistic skills, the APEEE is dedicated to continuously enhancing the quality of its services and the variety of activities available. They ensure easy registration, maintain a strong staff presence on the field, and adhere to all applicable safety standards.

The main takeaways for the 2023-2024 school year are the following:

- Holiday workshops, including dedicated themed workshops for Secondary pupils for the last two weeks of school.
- New offer for half days on Friday for Nursery, P1 and P2 pupils.
- Temporary move impacting the organisation of the extracurricular activities' service.
- Open doors in Woluwe and for the first time in Evere.
- Extracurricular activities' survey launched in April 2024, with overall positive feedback.

Additional information is available below.

Registrations to the Extracurricular activities 2023-2024

In Woluwe, 1.057 pupils were registered to an average of 2,2 activities per week (including supervision), while in Evere, 328 pupils were registered to an average of 2,5 activities per week (including supervision).

The Extracurricular activities service of APEEE in the school year 2023-2024, can be summarised with the following figures:

Woluwe

- 44 different extracurricular activities, which results in 218 classes and 1.694 registrations (per week).
- 79 monitors.
- 385 students registered for the APEEE supervision (679 registrations).

- 20 supervisors for activities and supervision.

Evere

- 25 different extracurricular activities, which results in 92 classes and 504 registrations (per week).
- 35 monitors.
- 191 students are registered for the APEEE supervision (323 registrations).
- 8 supervisors for activities and supervision.

Workshops

The APEEE has organised workshops during the school holidays, providing a much-welcomed service for many families. These workshops, held during the first days of September, All Saints, Carnival, Easter, and May holidays, have not only engaged students in stimulating activities but also offered families a reliable and enjoyable option for their children outside school hours.

To address a gap in the school calendar, the APEEE organised two weeks of special workshops for S1, S2, S3, and S4 students during their last two weeks of school. These workshops were thoughtfully designed to cater for students' hobbies and preferences, featuring dedicated themed sessions such as Badminton, Volleyball, Great Outdoors, Football, Dance, and Contemporary Guitar & Songwriting.

Each workshop was led by experienced instructors, offering expert guidance in a safe and supportive environment that promoted learning, creativity, and personal growth. This initiative allowed students to explore their interests in depth while enjoying a fun end-of-year experience.

Footfest 2024

For the 2023-2024 school year, the APEEE once again organised the football Interclass/Footfest tournament, bringing together 446 players across 45 teams. A total of 151 matches was held every Wednesday afternoon, with students competing in five age categories: three for Interclass (mini for P2 and P3, junior for P4 and P5 and senior for S1 and S2) and two for Footfest (junior for S3 and S4 and senior for S5 to S7).

Half-Day Fridays and Temporary Move

The start of the 2023-2024 school year was marked by the implementation by the school of the half a day class on Friday for Nursery, P1 & P2 pupils, as well as by the temporary transfer of P1 and P2 from Woluwe to Evere which put an extra burden on the organisation of the extracurricular activities service.

Extra supervision has been organised to accommodate the Nursery, P1 & P2 pupils on Friday afternoon, as well as new extracurricular activities have been launched for them.

Additional supervisors were hired to accompany the P1 and P2 pupils from Evere back to Woluwe, to allow them to attend their activities at the Woluwe school site after the end of classes.

Open Doors Days

In June 2024, the APEEE hosted Open Doors events, inviting parents to actively participate in their child's educational journey. Through activity demonstrations, interactive workshops, and hands-on exploration of musical instruments, the events provided an inclusive and enriching experience. Parents also had the chance to meet and interact with the monitors.

Evere opened its doors for the first time on Saturday 15th June 2024, while Woluwe held its event on Saturday 8th June 2024. Visitors enjoyed impressive student progress in sports and cultural activities, admired artistic works created during the year, and attended music concerts.

Participants could observe and take part in various workshops, including sports, arts & crafts, painting, and chess.

Extracurricular Activities' Service Survey

In April 2024, the APEEE conducted a survey to gather valuable feedback on the experiences of children in APEEE extracurricular activities and supervision. This survey reflects our commitment to enhancing APEEE services and continually improving our activities' programme and offer.

The primary objective of this survey was to gain a comprehensive understanding of parents' and children's perspectives on the extracurricular programs and their interactions with the administrative staff organising these activities. In addition to managing logistics, the administrative staff regularly interact with parents, responding to concerns, questions and requests by email, through the Secured Zone contact form and over the phone. The team strives to reply to all queries within 24 hours; while some cases may take longer, they make every effort to ensure a timely response.

The survey invitation was distributed to 4.713 parents but ultimately the survey was completed only for 387 children out of the 1.385 registered, which equals 27%. The service acknowledges that the rate of response is not high, but the feedback provided has been really valuable and has been used to take decisions on how to improve the way the services are managed.

The survey was conducted anonymously. Parents were kindly requested to complete one survey per child registered. Therefore, if a parent had multiple children enrolled, they were to submit separate surveys for each child.

The survey was structured to capture insights into APEEE activities, including supervision and participation in workshops. Participants were asked to provide feedback on their overall experience, satisfaction levels, areas of improvement, and any specific suggestions they may have to enhance the quality of extracurricular activities and services. The results from the survey indicated that 88% of the parents were overall satisfied by the extracurricular service, while also some areas that could be improved were identified.

B. Transport - School Bus

Members of the Administrative Board

Myriam PINI (DE Woluwe) - Working Group Coordinator
Andrea GRGIĆ (NL Woluwe)
Andrea HUTTERER (DE Evere)
Bruno LARANJEIRA (PT Woluwe)
Albert RADLER (DE Woluwe)
Fabrício SANTOS (PT Woluwe)
Monika SZULYOVSKY (DE Woluwe)

Members of the APEEE Staff

Anja GALLE - APEEE Director
Hong Ha NGUYEN – Service Manager
Alice MARDENS
Ferhan PELISTER
Dominika SERAFIN
André SHANY
Xavier VERBRAKEN
Luz ZAMORA

The APEEE transport service is run by Hong Ha Nguyen, Transport Manager, in collaboration with Ferhan Pelister, Xavier Verbraken, Alice Mardens, Dominika Serafin, André Shany and Luz Zamora, under the supervision of the APEEE Director and APEEE Board Working Group.

The APEEE operates more than 24.000 school bus journeys per school year. In the school year 2023-2024, a total of 2.909 pupils at EEB2 registered to the school bus service. More specifically: 2.373 pupils (74% of the site population) at the Woluwe site and 536 pupils (82% of the site population) at the Evere site. The main takeaways for the 2023-2024 school year are the following:

- Rise of 1% in the transport registrations from 2022-2023 to 2023-2024.
- Additional buses for the temporary move to provide solutions for Woluwe parents, three buses were transferred.
- Security training sessions focusing on school bus safety were conducted for all Primary and Nursery pupils at the Evere and Woluwe school sites.
- Transport service survey launched in April 2024, with overall positive feedback.

Additional information is available below.

Registration to the Transport Service 2023-2024

Summing up, out of the entire EEB2 population (Woluwe and Evere), 76% of the pupils are registered to the transport service.

The registrations rose by 1% between 2022-2023 and 2023-2024, with an extra 42 registrations. Registrations for the Evere site rose by 40%, from 383 to 536 (+153). Registrations for Woluwe have decreased by 4.5%, i.e. a decrease of 111 registrations between 2022-2023 and 2023-2024.

The annual subscription fee for the school year 2023-2024 was 2.231,56 € per pupil. The transport service was operated by the APEEE through 12 contracted bus companies.

Hereinafter some figures of APEEE transport service in the school year 2023-2024 (daily averages):

- 46 school buses in the morning at the Woluwe site.
- 16 school buses in the morning at the Evere site.
- 37 school buses for the first afternoon departure (3.30 pm) and 23 for the second afternoon departure (4.20 pm) at the Woluwe site.
- 18 school buses in the afternoon at the Evere site.
- Friday departure at 1.00 pm to Afterschool Childcare of the OIB with 2 buses for Evere and 1 for Woluwe.
- At least 101 adults supervise the school buses and the bus parking area.

All school bus routes are yearly revised by the APEEE to ensure they meet the criteria established by the APEEE or competent authorities, such as:

- Duration of the journey not to exceed one hour.
- Areas accessible by bus.
- Compliance with traffic regulations.
- Sufficient number of requests for a given route.

Temporary move P1-P2 pupils from Woluwe to the Evere school site

The start of the 2023-2024 school year was marked by the temporary transfer of P1 and P2 from Woluwe to Evere which put a further burden on the organisation and logistics of the transport service. To accommodate the transfer, the APEEE relocated 3 Woluwe buses to Evere, added shuttles to and from Evere, and established temporary stops providing a direct transport solution from and to the Evere school.

Compliance & Security

In 2023-2024, the APEEE continued to ensure that its school transport service complied with the applicable quality, safety, security and wellbeing standards. Indeed, surprise inspections are carried out weekly by the operational team. The team assesses insurance coverage, the *contrôle technique* and checks the security, and safety of the buses (working seatbelts, damaged vehicle, etc). In 2023-2024 no (zero) major accidents occurred. Afternoon buses departing at 3.30 pm for the Nursery and Primary pupils are all staffed with bus supervisors.

Security training sessions focusing on school bus safety were conducted for all Primary and Nursery pupils at the Evere and Woluwe school sites. These sessions aimed to ensure that young students understand the importance of safe behaviour while using school transport. Through engaging activities, children were taught essential practices like boarding and exiting the bus safely, understanding safety signals, and following behavioural guidelines during transit. This proactive approach not only enhances student awareness but also fosters a culture of safety across the school community, helping to ensure that every journey is secure and well-managed.

Reduction of Environmental Impact

The reduction of environmental impact of APEEE school bus service is ranking high on the priorities and it is notable that the APEEE has been aiming at an increased share of Euro V and VI, working with 16 Euro V buses, 46 Euro VI norm and 2 electric buses. The two electric buses have been allocated a tour in the morning (n°133), the Wednesday departure at 1.00 pm (n°228) as well as at 3.30 pm (n°328).

Transport Service Survey

In April 2024, the APEEE conducted a survey to gather valuable feedback regarding the experiences of children with the APEEE school bus transport. Dedicated to enhancing APEEE services and continually improving our activities.

The primary goal of this survey was to comprehensively understand the perspectives of parents and children regarding the school bus as well as their experience with the administrative staff organising the transport services. The survey invitation was distributed to 4.713 parents, among these, 2.411 parents opened the message, indicating an open rate of 51.28%, and 559 parents clicked on the survey link. Ultimately, 451 parents completed the survey, providing valuable feedback on the Transport service.

The survey was conducted anonymously, without a verification process. Parents were kindly requested

to complete one survey per child registered. Therefore, if a parent had multiple children enrolled, they were to submit separate surveys for each child.

The survey was structured to capture insights into APEEE transports. Participants were asked to provide feedback on their overall experience, satisfaction levels, areas of improvement, and any specific suggestions they may have to enhance the quality of transport services.

By soliciting feedback, the team aimed at identifying areas for enhancement and ensure that their services align with the needs and expectations of the school community. The results from the survey indicate that 93% of parents were, overall, satisfied with the transport service, while also some areas that could be improved were identified.

C. Canteen

Members of the Administrative Board

Pim GESQUIERE (NL Woluwe) – Working Group Coordinator
Célia ALVES RODRIGUES (PT Woluwe)
Sofia AMOR (PT Woluwe)
Sabrina FASOLI (FR Woluwe)
Andrea GRGIĆ (NL Woluwe)
Nicolas LACROIX (FR Evere)
Bruno LARANJEIRA (PT Woluwe)
Fabrício SANTOS (PT Woluwe)
Jan VON PFALER (FI Woluwe)
David ZELINGER (DE Woluwe)

Members of the APEEE Staff

Anja GALLE – APEEE Director
Paul ORLOVSKI – Service Manager Woluwe
Xavier DE BEYS
Jorge VALLEJOS
Monique MALLINUS

Member of the Compass/Scolarest Staff

Suzanna QUILES – Operations Business Partner
Isabelle PANNEELS – Service Manager Evere

The APEEE canteen service at the Woluwe site is run by APEEE’s canteen manager, Paul Orlovski, in collaboration with Xavier De Beys steward and HACCP manager, and Jorge Vallejos production chef and administrative assistant, Monique Mallinus. At the Evere site, the canteen is outsourced and contracted to the service company Scolarest-Compass and managed by Isabelle Panneels and Suzanna Quiles (of Scolarest-Compass). On both school sites the canteen services are supervised by the APEEE Director and the APEEE Board Working Group.

The main takeaways for the 2023-2024 school year are the following:

- Woluwe Kitchen team restructuration with a new appointed kitchen and production chef: Jorge Vallejos.
- Decrease in the Woluwe canteen registrations and increase in the Evere canteen registrations.
- Woluwe Nursery classes eat together (homemade lunches & warm meals).
- Woluwe Canteen introduced pasta cones with a selection of sauces in the cafeteria, which is now a permanent offer.
- Evere Canteen was awarded the second fork (out of three) for the Good Food label.
- Every two months, the Evere canteen team weighs leftover food and educates students on the importance of reducing food waste.
- Each year, the Evere canteen manager, together with the school nurse, runs workshops with P1 and P3 students.

Woluwe Canteen

Registrations

In the school year 2023-2024, a total of 2.806 pupils at EEB2 registered to the canteen service. More specifically: 2.196 pupils at the Woluwe site and 610 pupils at the Evere site.

Out of the 2.196 pupils registered in Woluwe, 61% were Secondary cycle pupils. The registrations to the canteen service in Woluwe decreased by 9.3% (-155) between 2022-2023 and 2023-2024.

New Nursery Canteen Arrangement

In the 2023-2024 school year, all Nursery pupils were able to enjoy their meals together in the canteen. This arrangement allowed pupils who brought a home-prepared lunch to eat alongside classmates having a warm meal. Due to a decrease in Nursery enrolment, sufficient space was available to accommodate all Nursery pupils together, ensuring that those with home-prepared meals were no longer separated from their classmates during lunchtime.

Cafeteria

In 2023-2024, the Canteen introduced pasta cones with a selection of sauces in the cafeteria. Due to their success, this option has become a permanent part of the cafeteria offerings. Additionally, new menu items were added each month to ensure a more varied selection for students.

The cafeteria is characterised by long queues during peak times. The addition of a third person at the counter did reduce pressure on the queues, without solving them. The canteen is currently looking into how to address the issue of long queues.

Food Waste Management & Waste Sorting

The system implemented for "cooking by the minute" allows for a significant reduction in waste, since the cooks stop producing when the children stop eating. The latest calculations show a final waste of 2%. The rest of this food is given to an association which provides food to people in social and financial difficulties.

Kitchen Team Restructuration

The APEEE restructured the kitchen team by appointing Xavier De Beys as steward and HACCP manager, and Jorge Vallejos as production chef. This reorganisation was designed to improve task distribution and enhance overall performance.

Access Control of the Canteen for Secondary Students

When Nursery and Primary students eat in the canteen, they are accompanied by teachers. For the Secondary students there is no monitoring by the teachers. The canteen has no adequate access control, which creates challenges on different levels. The canteen is currently looking into how to address the issue of access control.

Evere Canteen

Evere Registrations

In 2023-2024, there were 145 Nursery children and 465 Primary school children who ate in the canteen. The Evere canteen is not subscription based, but through a card system.

Good Food Label - Fork II

The Scolarest-Compass team at Evere school was awarded the Level II Good Food label by Brussels Environment. This label, designed for canteens in the Brussels region, has three levels symbolised by one, two, or three forks (similar to a star rating system). The labelling system raises awareness of the impact and role that food plays in a sustainable lifestyle.

Throughout the year, the team launched several initiatives. Additionally, students from P3, P4, and P5 contributed to the creation of a menu, which was introduced twice a month from January onwards. The choices reflected the requests made during class delegate meetings with school management. To inform parents, the menu highlights the class's involvement on menus where students helped with planning.

Early Soup Service for Nursery Children

Scolarest-Compass has continued the initiative of serving soup earlier in the day to Nursery classes. This idea, recommended by teachers, arose from observations that younger children often struggled to finish their main meal when soup was served at lunchtime. This change has been well received, allowing children more time to enjoy their main meal.

Food Waste Management & Waste Sorting

Every two months, the Evere canteen team weighs leftover food and educates students on the importance of reducing food waste. To tackle waste, we have reduced initial portion sizes and encourage children to take second helpings based on their appetite. This initiative has helped decrease food waste in the canteen. The team has emphasised the importance of waste sorting and composting.

Temporary Relocation of P1 and P2 Students from Woluwe

The start of the 2023-2024 school year included the temporary relocation of P1 and P2 students from Woluwe to Evere, increasing the number of students receiving hot meals from 610 to 810 between September and the autumn half-term. These two months allowed the team to test the canteen's capacity to serve a larger group, as well as provide the Woluwe students and staff with an opportunity to experience a different system.

Nutrition Workshops

Each year, the Scolarest-Compass Evere canteen manager, together with the school nurse, runs workshops with P1 and P3 students. P1 children learn about seasonal vegetables and the digestive system, while P3 students prepare sugar-free snacks and explore the risks of excessive sugar on health and the importance of dental care. The team has emphasised the importance of healthy snacking.

3. Education Matters

A. Nursery & Primary Cycle – CEP&M

Members of the APEEE Board
Célia ALVES RODRIGUES (PT Woluwe) –
Working Group Coordinator
Andrea HUTTERER (DE Evere)
Monika SZULYOVSKY (DE Woluwe)
Janis FOKMANIS (EN Woluwe)

Jan VON PFALER (FI Woluwe)
Pierre DEBAR (FR Evere/Woluwe)
Nicolas LACROIX (FR Evere)
Luca CARAPPELLI (IT Evere / EN Woluwe)
Francesca TUDINI (IT Woluwe)
Elita PETRAITIENĖ (LT Woluwe)

Andrea GRGIĆ (NL Woluwe)
Pim GESQUIERE (NL Woluwe)
Fabrício SANTOS (PT Woluwe)

The Education Council for Primary and Nursery (CEP&M) comprises the school deputy directors for Primary and Nursery and their assistants from both the Woluwe and Evere sites, elected teaching staff representatives, and the APEEE. Meetings are held jointly for Woluwe and Evere, addressing shared management topics and specific interests. The main role of the CEP&M is to gather feedback from stakeholders and foster dialogue to sustain a positive school environment.

In 2024, the APEEE CEP&M Working Group (WG) at EEB2 included representatives from eight out of nine language sections, all of whom are members of the APEEE Board for Woluwe and/or Evere. There was no representative from the Swedish language section. WG members collected issues and concerns from their sections via class representatives, evaluated them, and decided which should be formally raised at CEP&M meetings with school management and teaching staff. Preparatory meetings were attended by Board members of the German, English, Finnish, Lithuanian, Dutch and Portuguese sections.

The CEP&M meetings serve as a vital platform for exchanging information and aligning decisions affecting the school community and their success depended on active consultation and diverse representation from the language sections. The CEP&M coordinator ensured discussions incorporated input from all stakeholders, fostering cooperation and inclusivity.

Meeting minutes were drafted by the school, approved by attendees, and shared with the school community via the weekly newsletter from the Director. To enhance transparency and engagement, the WG coordinator also prepared informal notes and summaries highlighting key action points, which were shared with class representatives by CEP&M WG members.

Having active Nursery and Primary parent participation in this Council is one of the most effective ways to communicate concerns and propose solutions to school management. This approach has proven invaluable in finding solutions that meet everyone's expectations. In 2024, the WG worked toward this goal, fostering excellent collaboration with school management, with all sides aligned on many topics. This strong partnership is reflected in the fruitful discussions summarised below.

Main Discussions of 2024

- The CEP&M members successfully advocated for the reinstatement of two key traditions lost during the pandemic: the end-of-cycle ceremony for P5 students in June and the welcome ceremony for P1 students in September.
- The "tartinistes" were allowed to have lunch with their class teachers and classmates in the canteen, avoiding the need to eat alone in an unsupervised room.
- Parents requested the establishment of tripartite agreements to enable students to access speech therapy during school hours. School accepted to have them following case by case analysis.
- Efforts by parents ensured extended access to the art expo in the Salle Polyvalente in Woluwe during Parliament Strasbourg week, enabling broader participation.
- Parents played a vital role in fostering greater community involvement in school events. Their efforts helped increase participation in activities such as the Footfest in Woluwe, the Foodfest in Evere, and various classroom projects by raising awareness and encouraging engagement.
- Parents expressed their willingness to support school initiatives benefiting students by highlighting the availability of the APEEE Social Fund.
- In January, the CEP&M successfully advocated for a child with allergies to participate in the snow trip, applying the principle of reasonable accommodation.
- The school collaborated with Brussels Mobility and the WSL commune to improve traffic safety around campuses, expand bike parking, and raise awareness through targeted campaigns. Parents supported these initiatives by promoting sustainable travel measures, such as the introduction of Mobib cards for school trips. A significant awareness campaign in Woluwe discouraged stopping on bike lanes, while other efforts encouraged walking, cycling, or using public transportation for school commutes.
- Parents ensured the school community was promptly informed about key changes, such as integrating trip invoicing into the annual billing process and introducing new student assessment methods.

- In response to the growing student population, the school refurbished several Primary classrooms in Woluwe to accommodate Secondary students. These measures alleviated overcrowding while minimising disruption to Primary classes.
- To address logistical challenges, a "kiss-and-ride" system was implemented in Evere, and parking policies were updated.
- The school encouraged parent volunteers to lead workshops and presentations for students, covering topics such as using ski equipment and understanding invisible disabilities, including deafness and allergies, fostering a more inclusive learning environment.
- The WG closely monitored developments concerning the status of the Evere school and advocated for creating more spaces dedicated to play and recreation and ensuring safety and security.

Conclusion

In 2024, CEP&M achieved meaningful progress by addressing parent concerns, improving school operations, and enhancing collaboration between all stakeholders. Parents played a pivotal role in reinstating important traditions, fostering greater community involvement, and supporting sustainable initiatives. The school took decisive action to improve infrastructure, support special needs education, and address logistical challenges.

This collaboration highlighted the shared commitment to fostering a thriving, inclusive, and supportive school community.

Summaries of 2024 CEP&M meetings

15th April 2024

Language section represented by a Board member: PT, NL, FI, EN, LT

- Renovation plans for Woluwe were confirmed and it was announced their completion before September 2024.
- Parents and the school collaboratively developed plans for reinstating end-of-year and transition ceremonies.
- Sustainable travel initiatives were reviewed, with actionable outcomes set for 2025.
- The school informed parents of upcoming changes to the excursion payment process.

4th June 2024

Language section represented by a Board member: NL, FI

Traffic management solutions were finalised for both campuses:

- Police enforcement and targeted actions in Woluwe.
- Evere's removal of on-site parking for P1-P5 parents, starting in September and the creation of a "kiss and ride".
- Classroom reallocation plans were approved for the Primary building in Woluwe to address space constraints in the Secondary.
- New pupil assessment methods were discussed and approved for implementation in September 2024.
- The school announced the lists of excursions for the new academic year.

21st October 2024

Language section represented by a Board member: PT, NL, LT

- Sustainability projects advanced, with concrete improvements in traffic safety and eco-friendly

initiatives.

- Christmas celebrations for both campuses were confirmed, with arrangements to address scheduling and parking challenges.
- Discussions on reducing the cost of sportswear and school badges.

B. Secondary Cycle – CEES

Our Parents Association's support to our Secondary Cycle was mainly through our participation in meetings of Enlarged Secondary Education Council (CEES) and the Wellbeing Advisory Board (WAB), a CEES working group. On APEEE Administrative Board level, several working groups focused on matters related to education in our Secondary.

Members of the Administrative Board

David ZELINGER (DE Woluwe) – Working Group Coordinator

Catarina DUARTE GOMES (PT Woluwe) – VP Pedagogical Affairs

Myriam PINI (DE Woluwe)

Albert RÄDLER (DE Woluwe)

Janis FOKMANIS (EN Woluwe)

Jan VON PFALER (FI Woluwe)

Sabrina FASOLI (FR Woluwe)

Pierre DEBAR (FR Evere/Woluwe)

Francesca TUDINI (IT Woluwe)

Luca CARAPELLI (IT Evere / EN Woluwe)

Elita PETRAITIENĖ (LT Woluwe)

Pim GESQUIERE (NL Woluwe)

Andrea GRGIĆ (NL Woluwe)

Sofia AMOR (PT Woluwe)

Célia ALVES RODRIGUES (PT

Woluwe) – Wellbeing Working

Group Coordinator

The CEES is the key stakeholder forum to discuss emerging issues in our Secondary, including the organisation of school life, pedagogical and wellbeing matters. CEES meetings are chaired by the Deputy Director for Secondary, supported by the Assistant to the Deputy Director. Students, teachers, other school staff and parents are represented by four members each. Occasionally, pedagogical advisors and external speakers are invited to provide information on specific topics.

The discussions in CEES feed into the School Advisory Board (SAC) and the Administrative Board (CA). Meeting minutes are drafted by the school and, upon approval by all attendees, circulated to the entire school community. In 2024, five CEES meetings took place.

The APEEE Board strives for all language sections to be represented also in its WG CEES. Preparatory meetings are being convened ahead of all CEES meetings to discuss input by class representatives and to agree on common ground for points raised by the APEEE.

In CEES meetings, the APEEE is generally represented by the Vice-President for Pedagogical Affairs, the CEES WG Coordinator and two other Board members on a rotational basis.

Also in 2024 CEES meetings, important issues were raised by the APEEE:

- Overcrowding.
- Students' wellbeing, incl. school policies incl. on mobile devices.
- Staffing incl. teachers' absences and replacements.
- Organisation of B-tests and exams including pre-BAC and BAC.
- School trips and excursions.

Overcrowding

The ever-rising overpopulation of our Secondary cycle and its severe impact on both the education and

the health, safety and security of the EEB2 Secondary students remained the most worrying topic and has been discussed in all CEES meetings of 2024.

Worsening schooling conditions for both our children and their educators included:

- Scarce classrooms for both regular and learning support classes, causing suboptimal learning conditions and scheduling conflicts.
- Jammed corridors and stairways as well as missing restrooms, all causing distress, health risks and late arrivals to classes.
- Insufficient study rooms and recreational spaces.

These and many other shortcomings and impairments kept a damaging effect on students' and teachers' wellbeing, health, safety, and security.

Wellbeing

Students' wellbeing was also discussed in all CEES meetings. New policies were introduced/updated by the school management. Prior to their finalisation and publication, APEEE representatives were also invited to provide input via the Wellbeing Advisory Board (WAB), a working group of the CEES in which draft policies are being discussed with school management, pedagogical advisors, teachers, students, and parents.

Amid world-wide attempts to limit the use of mobile phones among lower grade students on school premises and beyond, an update to the EEB's policy on the use of mobile devices has been discussed and fully supported by the APEEE representatives. The APEEE accompanied the new measures by organising info sessions for parents on social media.

Staffing – Seconded and Locally Recruited Teachers

Shortages of teachers – both seconded and locally recruited – caused concerns about continuity of teaching and adequate fulfilment of the curricula, especially in mathematics and other sciences. The APEEE supported the school in its search for qualified teachers who would be recruited locally whenever the Member States were unable to find staff for secondments. The latter became even more cumbersome due to general shortages of teachers in many Member States.

Teachers' Absences and Replacements

Teachers' absences and their consequences were also discussed in several CEES meetings. Whereas both short- and longer-term absence occur everywhere, parents' representatives advocated for their immediate communication to students and meaningful replacements.

B-Tests and Exams

This school year, there are 2 B-Tests instead of 4. In the October CEES meeting, results in S4, S5, S6 and BAC were presented by the school management (average achievements per section).

Other points raised or presented were:

- Results in S1, S2 and S3 by subjects.
- Statistics on repeating letters.

BAC Support & Results

Two representatives of the APEEE Board (Ms Catarina Duarte Gomes and Ms Francesca Tudini) have participated in the BAC platform run by InterParents whose aim is to support parents of S7 students on issues related to the BAC exams across all 13 European Schools. The parents' network established a number of serious shortcomings in the preparation and organisation of the exams, including translation errors, unclear or ambiguous questions, inadequate proofreading, and lack of conformity with the syllabi. Despite previous complaints, errors persisted across subjects like Economics, Mathematics, and Chemistry. The "Four Eyes Principle" and scrutineering were not fully effective, leading to avoidable errors in exam papers. The lack of proper training, common reference materials, and subject-specific expertise among inspectors were also highlighted. In addition, resource shortages and a growing number of BAC exams have strained the system. Concerns about fair organisation of oral exams and transparency were raised, with a call for increased resources, clearer guidelines, and consistent involvement of university experts.

InterParents discussed all these issues in a dedicated meeting with the Secretary General BAC Unit on 10th July 2024.

School Trips and Excursions

The organisation of school trips and excursions, their timing, destinations, means of transport and costs were also discussed in CEES meetings.

School trips are being organised for all Secondary classes, including mandatory trips for S2 and S6 students. The organisation of mandatory trips was discussed in several CEES meetings, especially the costs and the travel arrangements (by bus due to a temporary flight ban). The APEEE requested enhanced communication by the school management to parents.

4. Additional working group

A. Budget Working Group

Members of the Administrative Board

Jan VON PFALER (FI Woluwe) – Working group coordinator & Treasurer
Célia ALVES RODRIGUES (PT Woluwe)
Sofia AMOR (PT Woluwe)
Sabrina FASOLI (FR Woluwe)
Andrea GRGIĆ (NL Woluwe)
Pim GESQUIERE (NL Woluwe)
Bruno LARANJEIRA (PT Woluwe)
Myriam PINI (DE Woluwe)
Albert RÄDLER (DE Woluwe)
Fabrício SANTOS (PT Woluwe)
Francesca TUDINI (IT Woluwe)

Members of the APEEE Staff

Anja GALLE – APEEE Director
Hong Ha NGUYEN – Transport service manager
Agnieszka JEAN VILLANUEVA – Extracurricular Activities' service manager
Paul ORLOVSKI – Canteen service manager

While the day-to-day management has been delegated to the director and the management team, the Administrative Board has the ultimate responsibility over the financial management of the association. The Budget Working Group monitors the financial structures of APEEE, prepares financial decisions for the Board and supports the management on decisions concerning the day-to-day management.

The WG is convened approximately every three weeks. The group is chaired by the Treasurer. The

coordinators of the other services related working groups are encouraged to attend.

The Financial Situation of the Association

The association's financial situation is overall stable. However, in the medium term, there are risks associated with potential changes in the organisation of the school across the two sites.

All services primarily incur fixed costs related to staff. They also contribute to general expenses, which include IT costs, support staff, and general management. This contribution is calculated on a pro-rata basis according to turnover.

The planned move of younger pupils to the Evere site will result in fewer users for the Woluwe canteen. Additionally, older pupils tend to use the canteen less frequently. Without adjustments to the business model, proportionally higher fixed costs could lead to price increases, potentially triggering a cycle of reduced usage and further price rises. Similarly, the options for organising extracurricular activities at Evere are more limited compared to Woluwe. Changes to the activities on offer may also lower participation, posing a similar risk. However, various alternatives are being explored to mitigate these challenges and ensure the continuation of high-quality services at reasonable prices.

Changes in the Personnel

There have been changes in the financial management of the association. The financial manager foreseen to replace the long-time manager heading for retirement at the time departed unexpectedly in April 2024. As a response the association has engaged an external accounting partner and later hired a new financial manager.

The departure has also brought about a natural review of the financial procedures and practices including the budgeting procedures, the financial reporting, the liquidity management, payment collecting and the accounting practices. A thorough documentation of the financial procedures has also been initiated to ensure improved business continuity. Liquidity management, including payment collection, needs particular attention.

Budget 2024-2025

The Budget for the financial year 2024-2025 has been drawn up under the assumption that there will be no immediate changes in the business model for the coming year. The services aim to cover their costs while generating a small surplus to support future investments and strengthen reserves, including working capital.

The structure of the key supporting IT system is currently not providing the benefits that it is expected from it. This has led to an additional workload for the staff compared to the earlier situation. The depreciation of the past direct IT investments and the related yearly management and foreseen consultation costs are considerable and amount to around 3% of the turnover. Yet it is likely that an improvement in the situation requires even further expenditure. However, a proper analysis and definition of the related procedures of the association has to be concluded as a prerequisite for this work.

The uptake of the services has remained stable. The price increases are driven by the increase in the food prices (Canteen service), by the increase in the transport costs (Transport service) and by the increase in the personnel costs (all the services). The transport and personnel cost increases are mostly due to the mandatory salary indexations. For the extracurricular activities the number of surveillance personnel has been reduced to better meet the actual need.

Notably, the current pricing model of the services allows for cancellation of the subscriptions during the year at the end of each trimester. Cancellations that cannot be replaced by new subscriptions contribute to higher costs ultimately paid for by the other customers as the fixed costs most often remain stable. This is particularly risky for the extracurricular activities, as nearly all costs of organising an activity are not dependent on the number of the participants.

This year, the Evere canteen will once again contribute to general costs. With the growing number of pupils at the site, differences in site sizes could lead to unjustifiable pricing disparities between the two locations. Since the Evere canteen service is outsourced, its contribution is set at a lower rate compared to other services.

Social Fund

The Social Fund of the association has contributed to various projects within the school community. Most requests for the projects have been met positively. These are listed in the table below. The contributions to directly help individual pupils and families are very sparse. A contributing factor to this are likely the stringent conditions the current rules of the Social Fund set for such contributions.

Social Fund Contributions FY 2023-2024	
Donation to Kick Cancer	200€
Conference on neurodiversity	138€
BRUMUN October 2023	1610€
Eurosport 2024	1899€
Teachers' day Oct 2023	571€
Financial assistance to individual families in total (Chapter II)	490€
Total	4943€

B. Wellbeing Working Group

Members of the Administrative Board

Célia ALVES RODRIGUES (PT Woluwe) – Working Group Coordinator
 Sofia AMOR (PT Woluwe)
 Catarina DUARTE GOMES (PT Woluwe)
 Sabrina FASOLI (FR Woluwe)
 Pim GESQUIERE (NL Woluwe)
 Andrea GRGIĆ (NL Woluwe)
 Elita PETRAITIENĖ (LT Woluwe)
 Myriam PINI (DE Woluwe)
 David ZELINGER (DE Woluwe)

In 2024, the Wellbeing Working Group (WG) continued building on initiatives from 2023, collaborating closely with other working groups and contributing to CEP&M, Wellbeing Advisory Board, and the Health, Safety and Security group. The following objectives and priorities were defined:

The wellbeing working group continued the work initiated in 2023 and focused on:

1. Reviewing and promoting the school policies on wellbeing in appropriate forums.
2. Presenting wellbeing matters to CEES and CEP&M following consultations with class representatives.
3. Contributing to the school's review of the Secondary smartphone policy for S1 to S3.
4. Working to prevent and combat discrimination of all kinds at all levels by:
 - a. Continuing efforts to enhance understanding of both visible and invisible disabilities.

- b. Supporting learning initiatives for all, including gifted children.
 - c. Aligning allergy policies (in collaboration with relevant services and Health, Safety & Security working groups) with national laws, ensuring the safe participation of allergic children in mandatory school trips.
5. Initiating the drafting a complaint procedure for APEEE services.
 6. Increasing awareness of cybersecurity and cyberbullying, particularly in light of the growing influence of Artificial Intelligence.

In 2024 the main achievements for the Wellbeing Working Group were:

P5 to S1 transition

1. Advocacy for a bigger participation of parents in school life: Collaborated with the CEP&M group to advocate for and successfully establish an end-of-cycle ceremony for P5 students in June and a welcome ceremony for P1 students in September.
2. Parent Transition Support: preparation and organisation a P5-to-S1 transition meeting. This event attracted 250 parents, addressing common questions and concerns.
3. Cybersecurity Awareness Workshop: Hosted an online session titled "Navigating Technology & Internet Safety" with Dr. Eva Weiler on 26th November 2024. Approximately 150 parents attended, emphasising the importance of AI, cybersecurity, and online safety.

Community work

4. Second-hand Ski Sale: Coordinated a second-hand ski clothing sale in December, continuing a valuable tradition for the school community.

C. Communications, Welcome Activities & School Community Building

Working Group

Members of the Administrative Board

Monika SZULYOVSKY (DE Woluwe) – Working group coordinator
 Célia ALVES RODRIGUES (PT Woluwe)
 Pierre DEBAR (FR Evere & Woluwe)
 Sabrina FASOLI (FR Woluwe)
 Elita PETRAITIENÉ (LT Woluwe)
 David ZELINGER (DE Woluwe)

Members of the APEEE Staff

Anja GALLE – APEEE Director
 Clémence EUGENE – Communication Officer

In 2024, the Communication working group continued working with the Welcome Activities and the School Community Building working groups under its umbrella.

One of the main focuses of the working group is to have continuous, open communication between the APEEE and the parents' community. This communication flow is two-way, as it is essential to this sort of organisation – parents should not only be informed about APEEE activities, but should play an active role too, and thus should be granted the tools to convey their views, feedback, and requests.

The main takeaways for the 2023-2024 school year are the following:

- Monthly newsletter and website publications.
- Information sessions for the parent community on different topics.
- Welcome coffee for new parents in Evere & Woluwe.
- Active participation in the Footfest Tombola.

- Service appreciation surveys.

Additional information is available below.

E-mailing continues to be APEEE's most used means of communication, with messages sent to all parents or, as the case may be, to certain specific groups.

The APEEE newsletter is released once a month over the school year, and it aims to give an ample overview of school life, spanning from overarching issues such as the Evere zoning and overcrowding to practical information regarding the APEEE's services, electric buses, the new secured portal implementation, but also interviews with members of the school community, sharing university choices, school projects, as well as workshops organised by the APEEE. All newsletters issued in 2024 can be found at [WoluwInfo](#).

The APEEE also manages the Facebook page while the website woluweparents.org, remains an important source of information on the association's services and activities. The APEEE also takes the opportunity to remind the parent community to consult the website regularly for any information. Communications related to services, events and relevant communications are published on the APEEE website.

In spring, the APEEE initiated service appreciation surveys. The surveys enabled the APEEE to assess its services as part of its ongoing efforts to enhance the experiences of its pupils.

In May 2024, the APEEE supported and extended the invitation to a conference on neurodiversity featuring expert Dr Amanda Kirby. The event, organised by InterParents with the support of all APEEEs and organisational assistance from APEEE Frankfurt, titled "Supporting Parents with Neurodivergent Children – Practical Strategies for Parents Now and in the Future," focused on various aspects of neurodiversity, emphasizing ways to empower neurodiverse students to overcome challenges and highlight their unique strengths. The conference offered valuable insights and practical advice for improving support for neurodiverse children both at school and at home.

On the first day of the school year 2024-2025, the APEEE hosted a welcome coffee for new parents at the Woluwe and Evere sites. The event introduces the APEEE organisation itself and addresses any questions participants might have. The new parents get to know some Board members and can sometimes even get practical help with their registrations or other problems. In Woluwe, the APEEE also organised a flash sale of sports clothes and laboratory coats for newcomers who had not had the possibility to purchase during the Footfest event and open doors' day.

In 2024, during the Footfest, the APEEE was involved in the selection of the charitable projects that would receive the proceeds from the event. Members of the Community Building actively contributed to the organisation of the Footfest Tombola, acquiring the prizes, participating in the draw of winners, and distributing prizes throughout the day.

During the 2023-2024 school year, Woluwe welcomed 9 exchange students, while 14 of its own students participated in exchanges at other European Schools during the first trimester. The APEEE supported the exchange program by facilitating transport and canteen services for incoming students. Additionally, it assists in finding host families for these students and helps Woluwe students secure host families by coordinating with the Parent Associations of the other schools involved.

On Teacher's Day, the APEEE joined the initiative of the school management and offered little treats – such as tea, chocolates and cookies – to the teachers on both EEB2 sites in acknowledgement of the dedicated efforts they endeavour in their schoolwork.

The APEEE regularly updated the website concerning all the services as well as the educational issues to help parents easily find answers to practical questions.

D. Health, Safety & Security Working Group

Members of the Administrative Board

Andrea GRGIĆ (NL Woluwe) – Working Group Coordinator
Célia ALVES RODRIGUES (PT Woluwe)
Sofia AMOR (PT Woluwe)
Sabrina FASOLI (FR Woluwe)
Luca CARAPPELLI (IT Evere / EN Woluwe)
Pim GESQUIERE (NL Woluwe)
Elita PETRAITIENĖ (LT Woluwe)
Bruno LARANJEIRA (PT Woluwe)
Myriam PINI (DE Woluwe)
Jan VON PFALER (FI Woluwe)

Members of the APEEE Staff

Anja GALLE - APEEE Director
Hong Ha NGUYEN – Prevention Advisor
Clémence EUGENE – Communication Officer

2024 Mission "The protection of health, safety and security is a core value of the European Schools system. The main objective of the APEEE Working Group "Health, Safety and Security (HSS)" is to oversee issues related to the safety, security and health of the students during the APEEE services at school and to work with the school on health, safety and security issues. The group works on improving risk management and collaborating with the school for mitigating common risk factors".

The working group (WG) built upon the good cooperation and work methods established by the 2023 HSS WG.

Pragmatism and Transparency: the working Group worked as an advisory committee to the APEEE Board under the principles of pragmatism (concrete solutions to be found quickly in the interest of the students and their families), subsidiarity and transparency, holding its meetings online on Fridays at lunchtime for one hour (in principle) and sharing the necessary information among the members. Meetings of the WG have always been open to those Board members wishing to participate.

Collegiality in dealing with cross-cutting topics and building upon parents' expertise: in dealing with cross-cutting topics such as wellbeing or canteen (allergies) the WG meetings were attended by the coordinators of the concerned WG and by parent volunteers with the necessary expertise.

Open dialogue with the school management to find rapid and concrete solutions: representatives of the school management or staff were involved and invited to the HSS WG meetings where the agenda was relevant to their field of responsibility.

In total, in 2024, the HSS WG met 13 times.

The group discussed personal data protection of parents and children with regards to Eureka service, that is a service different from the APEEE. Legal basis for personal data sharing and appropriate safeguards have been explored in cooperation with the school Data Protection Officer and the APEEE Data Protection Officer.

In cooperation with canteen WG volunteers, the group has set up a network of parents interested in the topic of food allergies. Parents with children with food allergies received guidance and support from the network in dealing with the school and with the APEEE services.

At the initiative of the HSS WG, transport staff, Woluwe canteen staff¹ and Extracurricular activities' staff participated in trainings covering essential first aid techniques, including accident response and proper use of EpiPens for allergic reaction. In 2025, an obligatory fire safety training will be held for the members of administrative staff and the Woluwe canteen staff. On a more general level, the HSS WG supported the staff in the psychosocial risk analysis, discussing its results. Following the latter, the HSS WG analysed and approved the corresponding annual action plan developed by the staff. The HSS WG members supported the staff in enforcing the right to disconnect during their daily, weekly and annual rest time.

Following the [report which noted poor quality of air in Evere](#),² the HSS WG raised the issue with the school management that is now exploring a possibility for a control study.

In cooperation with the Wellbeing WG, the HSS WG supported safety and wellbeing of LGBTQ+ school community and explored possibilities for an HPV vaccination campaign in the Secondary.

The HSS WG discussed issues of road safety for pedestrians and cyclists in Woluwe and Evere as well as issues of secure access to school buildings for parents and other care providers.

In 2025, the HSS WG should further discuss the implementation of [Belgian Circulaire 4888](#) on care and the intake of medication for pupils in educational establishments. The implementation of this circulaire would establish higher standards of reasonable accommodation to pupils with disability in EEB2. In the view of growing population of the Evere school site, in 2025 special care should be given to traffic control, road safety and the quality of air.

E. IT Working Group

Members of the Administrative Board

Fabricao SANTOS (PT Woluwe) - Working Group Coordinator
Sabrina FASOLI (FR Woluwe)
Pim GESQUIERE (NL Woluwe)
Bruno LARANJEIRA (PT Woluwe)
Jan VON PFALER (FI Woluwe)

Members of the APEEE Staff

Anja GALLE - APEEE Director
Jan SVARC - IT officer

The 2024 APEEE Board IT Work Group's (IT WG) main work was to continue the overseeing of the IT modernisation project.

Background context

In late 2020 the previous parents online private space system, that was used to interact with the families on all matters related to the APEEE services, was victim of a cyberattack. Since that system was too old and difficult to maintain the APEEE Board decided to retire the insecure system and contracted the development of a new system.

¹ Note please that Evere canteen is not managed by the APEEE but by a separate company.

² The WG refers to the report of the *Les chercheurs d'air* from September 2024 that found the highest concentrations of nitrogen dioxide (NO₂) among Brussels schools next to the Evere school building. The levels of pollution with NO₂ next to Evere school building are three much higher than the recommended by the WHO. NO₂ forms from emissions from cars, trucks and buses, power plants, and off-road equipment. Such exposures over short periods can aggravate respiratory diseases, particularly asthma, leading to respiratory symptoms (such as coughing, wheezing or difficulty breathing), hospital admissions and visits to emergency rooms. Longer exposures to elevated concentrations of NO₂ may contribute to the development of asthma and potentially increase susceptibility to respiratory infections. People with asthma, as well as children and the elderly are generally at greater risk for the health effects of NO₂.

Unfortunately, as of today the new system has failed to deliver on much of its predecessor's functionality and the original budget allocated to the project has by now been exceeded by nearly 200% in direct costs alone, with still much to be done today to bring it in line with the retired legacy system.

The new system uses the Customer Relationship Management system (CRM) Salesforce as its base. Salesforce, albeit very complete and powerful, is also very complex to customise and exploit and is better suited for medium to large sized organisations, which the APEEE is not.

When the project started, the APEEE lacked the necessary IT human resources to properly analyse its business from an informatics point of view and manage its implementation in a successful way. To complicate matters, the initially selected contractor did not offer guidance on how to manage the project and expenditure quickly got out of hand, which led to the dismissal of this contractor and the hiring of a second one. The second contractor managed to fix many of the problems that existed in the few features implemented until then but was not able to continue to work on the project. A third contractor was then hired, and we are still using it today with a certain degree of success but at a very high cost.

Against this background, 2024 was a year of reassessment and consolidation of the IT modernisation project, and of IT budgetary control.

What was done in 2024

The 2024 Board and its IT WG started their work when the invoicing project (initiated during the 2023 Board), was ongoing. The invoicing project was an effort to automate the exchange of financial information between Exact Online (the APEEEs accounting system) and Salesforce. In February 2024 the invoicing project was at its last phase of development and the IT WG could only steer the testing phase and insisted that testing should be extended to some parents. Eventually, given that the timing for going live was very short, only some members of the IT WG engaged in testing the parents' facing functionality.

The engagement of parents in the testing phase proved to be a quite useful exercise because a few issues were found and fixed before the system went live.

The invoicing system went live in Q3 of the last school year, and parents could already consult their invoices online in their Secured Zone. There were very few incidents, so the project was successful overall. There was, however, a missing service that was not included during the analysis phase of the project and will still need to be implemented at some point: occasional supervision. Due to its nature and to the type of system architecture developed with Salesforce, occasional supervision cannot be integrated as one of the regular after-school activities and would require some extra development. To give an idea of how costs can quickly run rampant in the context of a Salesforce deployment, this small change was quoted to the APEEE at 13.000€. The IT WG advised not to implement the feature and instead try to manage it in a semi-automated way. This would bring the benefit of not incurring an immediate cost but, also to allow the APEEE to assess if a viable semi-automated way of charging parents for the occasional supervision services could be found.

With the invoicing project mostly concluded, the IT WG and the APEEE IT staff set their eyes on a long list of issues that had been previously identified in the system or features that were never implemented altogether. After careful assessment of the priority of all the listed issues and features, work finally started on the most pressing matters. These works are currently ongoing as of the end of November 2024.

In parallel, the analysis of several communication interfaces using Salesforce is ongoing right now and should tentatively start as a project in the first quarter of 2025.

Conclusion

While the project did not have its best start three years ago, and its cost has been much higher than originally projected, the pieces are steadily falling into place. Salesforce has the potential to offer not just what we had with the previous system but much, much more. And considering the non-trivial amount of effort and capital that have already been invested in this system, the IT WG advises that the APEEE continues investing in the current direction, while keeping an open eye for any unexpected potential roadblocks that could further impact our operations.

F. Statutes Update Working Group

Members of the Administrative Board

Pim GESQUIERE (NL Woluwe) - Working Group Coordinator
Célia ALVES RODRIGUES (PT Woluwe)
Sofia AMOR (PT Woluwe)
Catarina DUARTE GOMES (PT Woluwe)
Sabrina FASOLI (FR Woluwe)

Andrea GRGIĆ (NL Woluwe)
Elita PETRAITIENĖ (LT Woluwe)
Albert RÄDLER (DE Woluwe)
Fabrício SANTOS (PT Woluwe)
Francesca TUDINI (IT Woluwe) until 14/05/2024
Jan VON PFALER (FI Woluwe)
Parent volunteers

Art. 14 and art. 17 of the Statutes

Belgium enacted a new Companies and Associations Code in February 2019 which applied as of 1st May 2019 and has wide-ranging consequences for all types of companies and associations. On 7th December 2023, an Extraordinary General Meeting was held to vote for the new Statutes. All articles received the required 2/3rd majority, and 4/5th majority for resolutions 4 and 9, except for articles 14 and 17. A new version of article 14 and article 17 was submitted to the Annual General Meeting of January 11th 2024 and did not receive the required 2/3rd majority.

The parents expressed during the Extraordinary General Meeting of January 11th 2024, that prior to submitting amendments to the statutes, the Board should agree on any proposal by a “substantial” majority. The Board agreed that this condition of a “substantial majority” is fulfilled where 2/3 of the Board members attend the meeting and at least 2/3 of the Board members agree on the modifications. On this level the Board could not agree upon even broad principles as a basis for drafting a detailed proposal.

Internal Rules

Article 12 of the statutes foresee the possibility to draft internal rules (“Règlement d’Ordre Intérieur”). The Working Group provided to the Board in September 2024 a first draft of those internal rules for which it received comments. These comments are currently being assessed.

Sharing of information policy

The Working Group drafted a sharing of information policy which was approved by the Board defining confidential information and how to treat confidential information. The sharing of information policy is based on the following principles:

1. The Board is a collegial body and therefore Board members have equal right of access to information.
2. Information received in capacity of an APEEE Board member can be shared unless the information is confidential.

The Sharing of Information Policy will be shared with all new Board members after their election, and should be signed as received, understood and accepted. The Sharing of Information Policy will become part of the Internal Rules.

Data Protection

In collaboration with the Health, Safety and Security Working Group, the Working Group looked at the options on how Eureka, which is a different service from APEEE could operate in line with the Data Protection legislation. The legal basis for personal data sharing and appropriate safeguards have been explored.

G. Task Force: Overcrowding

Members of the Administrative Board

Jan VON PFALER (FI Woluwe) – Task Force Coordinator
Célia ALVES RODRIGUES (PT Woluwe)
Sofia AMOR (PT Woluwe)
Catarina DUARTE GOMES (PT Woluwe)
Sabrina FASOLI (FR Woluwe)

Andrea GRGIĆ (NL Woluwe)
Andrea HUTTERER (DE Evere)
Myriam PINI (DE Woluwe)
Albert RÄDLER (DE Woluwe)
Monika SZULYOVSKY (DE Woluwe)
David ZELINGER (DE WOLUWE)

The overcrowding of the school has been a topical issue for a long time. The name “Task Force” indicates the need for this working group to be temporary. A core set of members of the Task Force has engaged in the preparatory and analytical work. As the matter concerns clearly all pupils, whatever their year group, it has required input from all the sections. Thus, the matter naturally closely involves the entire Board. The Overcrowding Task Force has therefore convened nearly all times with invitation extended to the entire Board.

This discussion is based on consultation of the Board members with their respective language sections in a manner of their choice. The Task Force has discussed and formulated positions. These positions have then been reflected on various other fora: A direct forum for the matter is the Brussels Steering Group that is explicitly tasked to analyse the organisation of the European school system in Brussels. Another important area is the Brussels enrolment policy formulation. Lastly, the representatives from InterParents representing the parents in the Board of Governors and in the Budget Committee play an important role on conveying the views of the association to the parents’ official positions at the meeting.

In the remit of the Task Force there has also been an attempt to collectively – in addition to information provided directly to the sections – formulate information on the matter for all the members of the association, which has been shared at the discretion of the Board.

During the year there have been several questions related to the school some of which remain. A new zone planning has been approved for the area of the Evere site. The extension of the building permit for the school (currently until March 2027) is pending on the development plans for the area rendering the Evere definitively temporary.

The Secretary-General of the European Schools proposed to school all Nursery-Primary pupils in Evere. Freeing space in Woluwe would facilitate the renovation of the Woluwe school site. The initial plans include replacing the temporary building, the so-called “prefabs”, with a new larger building.

During the year, the Working Group has analysed the situation from various points of view. While it has been clear that a more balanced use of the two sites is beneficial to the entire school community,

various concerns have been raised in this context. These include the availability of the Evere site only on a temporary basis (formally only until the start of 2027) and no plans for its replacement in the medium term. Also, the capacity of the Evere site in conjunction of the proposed enrolment continues to be a concern. There is also a lack of clarity on the planning of the renovation and the plans for increased enrolment to the secondary and thus to the Woluwe site.

Recently, during the meeting of the Board of Governors on the 3rd and 5th/12/2024, the move of Nursery-Primary to Evere has been advanced to the start of the school year 2026-2027. However, this plan is conditional on the Belgian Government being able to provide further clarity on the continued availability of a second site for the EEB2 by early spring.

In conclusion, the concerns about the wellbeing of the pupils and staff are not quite over yet.

5. APEEE Representation in Central Enrolment Authority

APEEE Representative
David ZELINGER (DE Woluwe)

Back up
Andrea GRGIĆ (NL Woluwe)

The APEEE continued to also represent EEB2 parents in the Central Enrolment Authority (CEA). This administrative body takes decisions concerning admissions to the Brussels European Schools. Along with guidelines established by the Board of Governors (BoG), the CEA devises a draft enrolment policy for the schools for a subsequent BoG decision. Throughout the school year, the body also considers late enrolment and transfer applications, in accordance with the enrolment policy. Instructed by the BoG, the CEA also discussed and devised draft enrolment policy guidelines for 2025-2026, mirroring the BoG's decisions on the structure and locations of language sections in the Brussels European Schools.

The scope of parents' representation in the CEA remained fairly limited since all Brussels APEEEs jointly hold only 1 out of 5 active memberships – and votes – in the CEA. The other CEA members with voting rights are representatives of the Directors of the Brussels European Schools, of the authorities of the Belgian State, the host country of the European Commission on behalf of all EU Institutions, and the Secretary-General of the European Schools.³

6. InterParents

APEEE Representatives
Andrew Janis FOLKMANIS (EN Woluwe)
David ZELINGER (DE Woluwe)

Observers
Sofia AMOR (PT Woluwe)
Andrea GRGIĆ (NL Woluwe)

The APEEE remained an active member of InterParents, the umbrella association for the Parent Associations of all the European Schools and the 'voice of parents' on all aspects of governance of the European School System. Through InterParents, parents of all pupils are represented in the Board of Governors (BoG) of the European Schools, in the Budgetary Committee (BC), the Joint Teaching Committee (JTC), and some preparatory working groups.

³ Rules of Procedure for the Central Enrolment Authority for the Brussels European Schools
<https://www.eursec.eu/BasicTexts/2016-11-D-25-en-3.pdf>

Also in 2024, InterParents convened several two-day meetings a year to discuss issues of common interest and to develop common positions. All 4 representatives of our APEEE contributed to this work on educational and administrative reforms. In addition, they fostered a continuous mutual exchange of best practices among the 13 member associations.

The issues addressed and discussed included:

- Mobile devices policy.
- The 180 school calendar days.
- School trips including their rationale; costs; and organisation.
- The follow-up to the report of the European Parliament on the reform of the European School System and the BoG's vision-mission reflections. There are calls for an independent review of the system. A new Parliament and new MEP's mean that InterParents must reintroduce the debate on European Schools to the CULT committee. This work is ongoing.
- Following the European Parliament's report, the BoG has put an action plan into place. The working groups have started focusing on developing the vision and mission as well as establishing management structures.
- A new working group on school fees has been established to assess the attractiveness of Category III.
- A Look at the first impact of "simplification" (= centralisation of accounting and administrative tasks to OSG).
- A European School Language Policy and pedagogical reform, in particular with reference to small languages.
- Policies for students with special needs (SEN)/talented and gifted students.
- There are now 25 accredited schools, representing approximately 30% of the total student population in the European School System and Accredited European Schools. Discussions are ongoing regarding cost-sharing, cost neutrality, and quality assurance (QA), with Member States showing preference for nationally based QA systems.
- Locally recruited teachers have expressed requests for stable, long-term contracts.
- BAC observatory supports and tracks BAC issues. This year was particularly of concern, with many complaints.