

April 2025 Board Meeting

Date: Thursday 10 April 2025 from 19.00h to 23h30

Location: Teachers' Canteen Woluwe & Online (ZOOM)

Present in situ: Célia ALVES RODRIGUES - Sabrina FASOLI (left 22.30) - Pim GESQUIERE - Andrea GRGIĆ - Carin PERSSON SVENINGSON - Elita PETRAITIENĖ – Johanna PEYREDIEU DU CHARLAT

Present online: Sofia AMOR - Vanessa BATISTA – Luca CARAPELLI – Pierre DEBAR (left 22.30) - Andrew Janis FOLKMANIS - Alessia GHEZZI – Joana GIL - Sanjee GOONETILAKE - Ute HAMMESFAHR (left 22.15) – Andrea HUTTERER - Bruno LARANJEIRA - Myriam PINI – Fabricio SANTOS - Jan VON PFALER

Others: Emmanuel Bellis, Clémence Eugene, Hong Ha Nguyen

All related documents were sent to the Board members before the meeting.

I. Agenda Points

1. Approval of the agenda.

Agenda approved by acclamation.

Decision: the Board approves the agenda unanimously.

2. Approval of the 20/03/2025 Board report.

The report approved by acclamation.

Decision: the Board approves the 20/03/2025 report unanimously.

II. Implementation of action points agreed at previous Board meeting

1. Agreement with the school

A. Grgic informs that the APEEE staff is in the process of gathering all relevant information. Once this is done, the APEEE board will discuss the matter with the school.

2. Recrutement of the accountant

APEEE financial manager E. Bellis presents the current situation on the APEEE accountancy management and staff situation and needs. Currently the request was sent to an accountant firm to explore the possibilities and prices.

III. Items for discussion/decision (in presence of non-board members)

1. Financial management

1.1. Authorisations to be granted to use the ISABEL system to make payments (item for decision)

APEEE financial manager E. Bellis presents to the Board ISABEL system.

ISABEL stands for Interbanking System for Electronic Banking. It's a secure electronic banking system that allows companies and institutions to interact with multiple banks via a single interface. The system was developed by Isabel Group, a Belgian fintech company that offers digital solutions for banking and identity management.

ISABEL is primarily used by enterprises and nonprofit organizations (like schools, public services, associations) for: multibanking access, payment processing, security & authentication, and audit and compliance (keeping logs and reporting).

E. Bellis answers the Board questions on payment procedures.

A discussion took place about the Delegation of Authority and if it is fit for purpose, the level of control needed for transactions, and the role of ISABEL in the payment circuit. It was also emphasized that without sufficient ISABEL authorisations in place, in case of absences of staff, APEEE is at risk of not being able to execute payments.

The Board votes to grant access to ISABEL cards for payment approval to four persons: Anja Galle (director), Hong Ha Nguyen (manager), Emmanuel Bellis (financial manager) and Nadege Follon (accountant). The cards given will be of a different level.

The decision was taken by 17 votes for yes and 1 vote for no.

Decision: The Board agrees that ISABEL cards for payment approval are going to be granted to four persons: Anja Galle, Hong Ha Nguyen, Nadege Follon, Emmanuel Bellis.

1.2. Cybersecurity assessment

APEEE financial manager E. Bellis presents the current cyber security situation in APEEE and the offer from [CyberIntt](#) company, which includes cyber security audit and gap analysis.

European schools must comply with the new European [NIS2 directive](#), which enforces stricter cybersecurity measures in essential sectors like education. NIS2 will also impact school partners (e.g., associations and suppliers), who must adopt good cybersecurity practices.

To support compliance, a 4-day audit is offered, covering internal and external security, cybersecurity maturity assessment (using the CyFun framework), and actionable recommendations. An optional 5th day includes a "Gap Analysis" to help partners align with future school requirements, ensuring data protection and regulatory readiness. The cost of the package is 6,050.00 eur (VAT included).

The Board votes on the proposal to hire CyberInt to perform APEEE cybersecurity audit and gap analysis for 6050.00 eur (5 days).

The decision was taken by 18 votes for yes (unanimously).

Decision: The Board agrees to hire CyberInt to perform APEEE cybersecurity audit and gap analysis for 6050.00 eur (5 days).

E. Bellis leaves the meeting.

2. Well-being of APEEE staff

Clémence Eugene and Hong Ha Nguyen (APEEE staff responsible for the HR, communication and prevention) present the topic, the current situation, the survey on APEEE staff wellbeing results, and the action plan for 2025. Monitoring of wellbeing of the staff is a legal obligation under Belgian law.

In order to fulfil that legal obligation a staff survey and an action plan were done in 2024. The results of the APEEE staff wellbeing survey and the 2025 action plan that was developed by the APEEE staff, were presented to the APEEE board in November 2024. The APEEE staff already at that point included funds needed for the execution of the 2025 Action plan in the APEEE budget. The staff is currently drafting the action plan for 2026 (fully in the hands of the APEEE staff) and will propose to the APEEE Board the budget needed for 2026.

The APEEE staff leaves after the presentation.

The Board discuss the topic and possible further actions in a closed meeting. The discussion is strictly internal.

IV. Items for decision

1. Legal fees permit situation Evere

A. Grgic presents the proposal of [Eubelius](#) legal firm on the APEEE request to investigate the Evere school permit situation and the necessary legal steps that need to be taken for the promise of the Belgian government, made in the letter of 12 February 2025, to materialise. Perhaps this APEEE Board will not help successfully resolve the legal status of Evere and help provide the EEB2 with a permanent nursery and primary school building today in 2025, but we the parents of today have a moral obligation to clarify the legal situation of Evere for parents of EEB2 pupils that will attend EEB2 nursery and primary school in the future so that parents coming after us can advocate for the best interest of the EEB2 pupils of that time.

The budget asked is lesser than the one spent in 2018 on the legal opinion for Arts Loi.

The proposal includes the hours necessary to process the request, a conference call (for additional context), a discussion on the pre-draft, modification according to the feedback and a short presentation of the opinion to the parents' community (total estimation of 32-35 hours, 2/3 – 180 eur/h and 1/3 – 358 eur/h).

The Board discusses the topic and votes on the Eubelius proposal.

The decision was taken by 12 votes for yes (Célia ALVES RODRIGUES – Vanessa BATISTA - Andrew Janis FOLKMANIS - Pim GESQUIERE - Alessia GHEZZI - Sanjee GOONETILAKE - Andrea GRGIĆ - Carin PERSSON SVENINGSON - Elita PETRAITIENĖ - Johanna PEYREDIEU DU CHARLAT - Fabricio SANTOS – Jan VON PFALER), 2 votes for no (Sofia AMOR - Myriam PINI) and 2 votes for abstain (Joana GIL – Bruno LARANJEIRA).

Decision : The Board approves legal costs as proposed by Eubelius legal firm on Evere topic.

Statement for the record:

Sofia Amor:

Extraordinary legal fees. The Board is asked to vote on an extraordinary expense to cover an extraordinary legal fee. The legal service as described aims at further understanding the written commitments made by the Belgium government to the European school system with regards to Brussels European School II (EEB2) Evere-Woluwe. It is proposed to pay for a legal opinion on the nature of the legal statements made by the Belgian ambassador in this letter of 12 February 2025 and which was one of the elements considered by the Board of Governors when deciding to move pupils to Evere in 2026. In the past years there has been a systematic yearly increase of costs billed to our members, the parents, independently of inflation. Parents continue complaining about the services and its price vis-à-vis its quality. The Evere move will entail significant financial additional challenges to the APEEE budget. The Board shall continue making all necessary efforts to overcoming the existent budgetary constraints. In the current context, a strict cost-effective analysis of all costs is even more essential. From the available information, it is not clear the rational to pay with parents' funds a legal service fee to assess an official written compromise sent by the Belgian authorities which cannot be legally challenged neither in the national nor European jurisdiction nor in the Board of Governors. In this context, I am not able to vote favourably on the proposed extraordinary financial expense as I cannot, based on the available information, be certain that the proposal reflects the interests of the APEEE or its members (the parents) to whom we are accountable to and to whom we should be able to explain our actions if ever demanded.

2. Approval of TF Overcrowding mandate

Overcrowding TF coordinator A. Grgic presents the mandate (discussed and approved in the TF) and proposal to change Overcrowding TF in to Overcrowding WG as the group existed and will continue to exist in the following years. The Board is proposed to vote on this.

The decision is taken by 15 votes for yes (unanimously).

Decision: The Board approves to rename Overcrowding TF in to WG and approves its mandate. The mandate is to be published on the APEEE website.

V. Items for discussion

1. Prolongation of the contract with financial manager E. Bellis

The topic will be discussed in a separate Board meeting.

2. Career development review of the APEEE director

According to the job description of APEEE director, "The director will report annually to the Board on the exercise of his duties and tasks and the results obtained and the director will be evaluated in this regard annually by two members of the board of directors, including the president." The Board proposes to reflect on the possible approach to the evaluation of director in order to establish good common practice.

3. Live streaming – request of AGM

The draft letter to the parent community needs to be finalised. This letter should be voted by the Board.

VI. Items for information

1. Internal rules

The draft proposal is sent to the Board for review.

2. Updates from Working groups and task forces

Not discussed due to lack of time.

The meeting ended at 23h30.

Next Board meeting date is scheduled on 13th May 2025.