

## November 2025 Board Meeting

**Date:** Thursday 20 November 2025 from 19.00h to 23h30

**Location:** Teachers' Canteen Woluwe & Online (ZOOM)

**Present in situ:** Pim GESQUIERE - Sanjee GOONETILAKE - Andrea GRGIĆ – Carin PERSSON SVENINGSON - Elita PETRAITIENÉ - Johanna PEYREDIEU DU CHARLAT - Jan VON PFALER.

**Present online:** Célia ALVES RODRIGUES (left 22h30) - Vanessa BATISTA COUTINHO – Janis FOLKMANIS (joined 20h20) - Joana GIL (left 22h30) - Ute HAMMESFAHR - Fabricio SANTOS.

**Others:** Emmanuel Bellis (APEEE Director)

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

### I. Agenda Points

#### 1.1. Approval of the agenda.

IT services will not be discussed today (points II and 4.1 removed from the Agenda).

Info points on preparation for the Steering Committee and OIB (after-school childcare for the children of statutory staff) added to the Agenda.

Agenda approved by acclamation.

**Decision: the Board approves the agenda.**

### III. Agenda points

#### 3.1. Approval of Board reports

Board reports 09-10-2025 and 22-10-2025 approved by acclamation.

**Decision:** The Board approves 09-10-2025 and 22-10-2025 Board reports.

### IV. Items for discussion and decision (in presence of non-board members)

#### 4.2. Extraordinary General Meeting - preparation

The Chair updates the Board on the Bureau 07-11-2025 decision. The Bureau confirmed the list of 661 class representatives for 2025-2026. 3 FR classes have not elected class representatives after several reminders. The Bureau inspected the request to organise EGM, received on 08-10-2025, signed by 106 class representatives and states that all names indicated as signatories exist in list of class representatives for 25/26. The school informed that the salle polyvalent is available the latest on 9 December 2025. According to the Statutes, the invitation to the EGM should be sent to the class representatives 2 weeks in advance. The agenda is to be kept as requested by the initiators.

The decision is taken unanimously to organise EGM as requested on 09 December 2025. The EGM convocation and agenda to be sent on 25 November 2025. The letter for registrations to EGM to be sent after the Convocation.

**Decision: The Board approves to organise EGM as requested on 09 December 2025. The EGM convocation and agenda to be sent on 25 November 2025. The letter for registrations to EGM to be sent after the Convocation.**

## Info Points

### 1. Preparation for the Steering Committee

The EEB2 APEEE on 14 October 2025 has requested to convene Brussels Steering Committee meeting for the reasons below:

*In view of the approaching en bloc move to Evere in 26/27, we propose to convene the Brussels steering committee meeting as soon as possible. The meeting is necessary to discuss at least the following points:*

- *Overpopulation of the Evere site as of 26/27 and the lack of at least 10 adequate classrooms to accommodate the nursery and primary pupils in EEB2;*
- *Potential placement of pupils in containers at the Evere site;*
- *No real possibility to reduce the nursery and primary population of EEB2 by 26/27;*
- *Lack of sufficient information as to the planning of then block move to Evere and of renovations at the Woluwe site is severely affecting the possibility of the APEEE to plan its services for 26/27. Consecutively, the APEEE is at risk of not being able to fulfil its essential function under Article 38 of the General rules as of or during 2026/27;*
- *Progress with prolongation usage permission for Evere site and plans in case of refusal of the usage permission;*
- *Information on the planned synergies between the four Brussels schools following the move to Evere;*
- *Progress on other intermin measures to alleviate overcrowding in all four Brussels schools prior to availability for the fifth school (2030) ;*
- *Progress with the construction of the fifth school.*

*We would like to emphasise that this lack of visibility as to the possibilities of the move, and as to the planning of the move is severely affecting our possibilities to prepare integral part of the move. This is very worrying and that it might lead to difficult years as of 2026/27 at the detriment of the pupils and the school staff.*

*The Evere problem is not only a problem for EEB2, but for all Brussels schools. If Evere loses its permit, a large part of the EEB2 population will need to be housed in the other schools. If Evere goes beyond*

*its classroom capacity, the other schools need to take all new enrolments in nursery and primary cycles for many years to come.*

*We would appreciate your support for this very difficult and problematic change.*

Brussels Seering Committee will take place on 21-11-2025.

## **2. OIB (after-school childcare for the children of statutory staff)**

The meeting with the school management, OIB representatives and APEEE will be held on 27-11-2025. There was a brief discussion about the OIB services and what they entail.

The APEEE welcomes OIB to organise childcare in Woluwe site for Evere students.

## **V. Items for discussion (in presence of non-board members)**

### **5.1. Annual Audit**

APEEE Director updates on the annual audit ongoing in APEEE. The audit is going according to the plan; it will be presented to the Board on 11-12-2025 Board meeting.

### **5.2. Invoicing T1**

Transport invoices have been sent to parents, Cantine and After school activities invoices has not yet been sent out.

### **5.3. Debt collections**

The APEEE has currently debtors with outstanding debts ranging from 3 to 17 months. There is a debt collection exercise ongoing. 200K has been collected.

However, due to technical issues there were some incorrect messages on debts sent to the parents. Salesforce was not producing correct invoices. It has been explained to concerned parents and problems are being solved.

### **5.4. Membership fee**

The Board discusses that the membership fee should be explained to parents in more detailed way what it is collected for.

### **5.5. Cantine self-service**

The APEEE studies possibilities to organise a self-service for secondary students from 2027 September the earliest. Visits to the schools with self-service are done by the Canteen team to see different self-service models in action. The estimation of costs will be drafted in mid-December.

### **5.6. HR matters**

The workload for the end of the year is extremely high for APEEE staff, including hundreds of parent's emails related to the invoices.

## **VI. Implementation of action points agreed at previous meetings (in presence of non-board members)**

### **6.1. Administrative support**

Additional APEEE staff (1 position) recruitment is ongoing.

### **6.2. Update on Delegation of Authority**

In progress.

### **6.3. Memorandum with the school**

Memorandum on APEEE services with the school is under discussions with the school.

The Board and APEEE Director is reminded to follow up the APEEE risk analysis made by the school as required by OSG office.

### **6.4. APEEE intra members communication**

The Board discusses the policy of who in the APEEE members community has access for means to communicate to the other members. To degree possible this should be as easy as possible. Formerly lists of emails of all the parents were distributed to all class reps to be used for the purpose of school related discussions. However, this is currently not possible due to GDPR reasons. Now we should provide the means of communicating without disclosure of the contacts used. The update on the policy is in progress.

## **VII. Item for discussion (in presence of non-board members)**

### **7.1. Update on ESSS**

The Board is updated on the organization of the European Schools Science Symposium (ESSS) by our school. Meetings of management, teachers, parents, and students' representatives take place. The plan and roles are being discussed. The school budget for the event is not sufficient, so school asks for a different help (by volunteering and organising (paying) different tasks, such as transport, catering, etc.).

### **7.2. Interparents**

## Report 20/11/2025

Not discussed and referred to a next Board meeting.

The meeting ended at 23h30.

An extraordinary Board meeting is scheduled on 04 December 2025 (EGM and AGM planning).

Next Board meeting date is scheduled on 11 December 2025.