

December 2025 Board Meeting Extraordinary

Date: Wednesday 17 December 2025 from 19h00-23h00

Location: Online (ZOOM)

Present online: Célia ALVES RODRIGUES - Vanessa BATISTA COUTINHO – Pierre DEBAR - Pim GESQUIERE – Joana GIL (from 21h00 till 22h30) - Sanjee GOONETILAKE - Andrea GRGIĆ – Carin PERSSON SVENINGSON - Elita PETRAITIENĖ – Johanna PEYREDIEU DU CHARLAT - Fabricio SANTOS - Jan VON PFALER.

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.

Agenda approved by acclamation.

Decision: the Board approves the agenda.

1.2. Approval of Board reports

20-11-2025 and 04-12-2025 Board reports approved by acclamation.

Decision: the Board approves 20-11-2025 and 04-12-2025 Board reports.

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

2.1. IT Infrastructure and Cybersecurity

APEEE Director updates the Board on the audit results in terms of IT infrastructure in the APEEE. The meeting is a follow up of the presentation by [MCG](#) at the Board meeting of December 11th and the solutions that were proposed. In terms of Global IT Governance, a setup is required of one internal person dedicated to IT level 1 support and business processes. In addition, an external IT partner with sufficient know how is needed for Level 2 and Level 3 structured support.

The Board is proposed 3 scenarios of budgeting IT infrastructure.

- (1) Prepaid investment for 5 years.
- (2) Financial Leasing for 5 years.

(3) Paying Licences and hardware contracts per year.

Scenario 2 was also not favoured due to the complexity of the setup of leasing operation. For scenario 3 there is the risk of yearly price increase and USD/EURO exchange rate evolution. Therefore scenario 2 and 3 were not further discussed.

The discussion focused on scenario 1 which was further refined in scenario 1A and 1B. Whereby for scenario 1B the bulk of the investment is foreseen in the accounting year 2025-2026 and the remaining in the accounting year 2026-2027. After discussion, this scenario was favoured since it spreads the investment over two accounting years.

The decision is taken by acclamation (11 votes for yes).

Decision: the Board supports scenario 1B (the bulk investment for 2025-2026 year, and the rest for 2026-2027) and mandates E. Bellis to take the necessary steps with the implementation.

2.2. Annual Board report

The Board discusses the annual Board activities report and is proposed to approve it. The decision is taken by acclamation (11 votes for yes).

Decision: the Board approves the Annual Board report. The document will be published on the APEEE [website](#).

2.3. Agenda of AGM and logistics

The 15-01-2025 AGM agenda and resolutions are discussed. The agenda has the following changes in comparison with recent years:

- The election of the members of the Board takes place after the discussion and the voting of the reports. This will increase the accountability of the Board members and has been a discussion point for several years in the parent community.
- The annual report and finances will be presented in one block, followed by questions and answers, and then the voting will take place. This to avoid the stop/go speed of previous general meetings, with often overflowing discussions between these separate agenda points.
- The number of crosses per ballot is put at 10, meaning half of the vacant positions. In previous years, when the number of maximum crosses was equal to the vacant positions, the vote was sometimes a negative vote, meaning a decision for whom not to vote. With this change, the vote should be rather a positive vote.

A request has also been received by more than 10% of the parents to invite Ms. Malik for the move to Evere and the transformation of the Woluwe site. Ms. Malik has been contacted. However, considering that no details have been finalised, this could not be included as an agenda point.

The agenda is approved by 11 votes for yes and 1 vote for abstain (Joana GIL).

Decision: The Board approves agenda and resolutions for the AGM on 15-01-2026.

2.4. Update on the meeting with the School management + convention with the School

The Chair informs of the status of Agreement between the European School of Brussels II and the APEEE (School's Parents Association) on the roles and responsibilities in safety and security. The purpose of this document is to clarify the roles and responsibilities between the APEEE and the School regarding safety and security and specifically for the activities organized by the APEEE. To do so, Articles 14 and 15 of the General Rules of the European Schools as well as national legislation and School specific arrangements should be applied.

The Board is proposed to vote on the agreement text and to mandate the chair to sign it, but with the condition that the current outdated memoranda of understanding should be replaced , and that there should be a clear agreement with the school on a roadmap to replace these outdated memoranda.

The decision is taken by 8 votes for yes and 2 votes for abstain.

Decision: the Board mandates Pim Gesquiere to sign the Agreement between the European School of Brussels II and the APEEE (School's Parents Association) on the roles and responsibilities in safety and security as it is presented to the Board with the condition to negotiate further details.

The Board is updated on the status of meetings with the school on the move to Evere.

The Board representatives and APEEE Director have weekly meetings with the school management on the details of APEEE functioning and services organisation related to the move to Evere. Discussions are currently focused of the reorganisation of the canteen whereby the canteen will be remodelled based on a self-service. The many details involving such a change are currently discussed with the school, which includes budgetary implications, canteen capacity and flow of students in and out of the canteen. It was stated that the change to the self service will be challenging but will provide a canteen service that is more age appropriate for the secondary pupils.

2.5. Internal rules amendment

The Chair presents to the Board the draft amendment to the Internal rules. The proposed changes are summarised in the Matrix:

Matrix of Changes – Revision Internal Rules December 2025	
Section	Content
1	Amendments to the Internal Rules shall be accompanied by a matrix giving on overview of the major changes.
3.3.1.1; 3.3.2(a)	Introduction of a Business Working Group to provide more coherent approach to the supervision of the services (canteen, transport, afterschool activities).

3.3.1.2; 3.3.1.3	Clarity on the end of mandate of the members of Bureau and the role of the chairperson ad interim in between Boards.
3.3.2(b)	To provide more autonomy to the CEES and CEPM Working Groups by providing them a budget to support cross-sectional projects.
3.3.2(c); 3.3.2(d); 3.3.2(g)	Providing more background information on bodies in which the APEEE is represented.
3.4.1(c)	Further precision that also the minutes of the Board meetings shall respect confidentiality and data protection.
3.4.2.3; 3.4.2.4; 4.1; 4.3; 4.4	Precision on governance in relation to the APEEE Director in relation to the Board.

A statement was made that the abolition of the three service working groups (transport, afterschool activities, canteen) will remove any leverage of the parents with those services. For these reasons, the Board should not vote in favour of the new Internal rules.

The response was given that the APEEE services have a history of working in silos, which are reflected in three separate working groups. The idea of a Business Working Group is to remove these silos and provide a more coherent approach across the three services. In addition, over the years, the three separate working groups often become working groups consisting out of one person. By having one working group, all Board members interested in services can work together in one working group.

The Board is proposed to vote on the draft text.

The draft is approved by 9 votes for yes and 2 votes for no.

Decision: The Board approves amendments to the Internal rules as proposed.

2.6. Social fund rules amendment

The Board was presented with changes to the Social fund rules. In 2021 the Social Fund rules to assist parents in need have been modified by applying mathematical criteria, without considering the actual context of the parents in need, resulting in criteria that are next to impossible to fulfil. This undermined the actual purpose of the Social fund. The 2021 changes were a different approach from the approach used by the other Brussels APEEEs.

Therefore, a new draft was proposed on the section covering exceptional financial assistance to individual families in case of serious social hardship on behalf of a named pupil. To be able to benefit from the social fund, the applicant should duly justify that the following conditions are fulfilled:

- The exceptional circumstances.
- The serious social hardship.

Examples are the loss of life of a family member, a serious health situation, social hardship following a divorce, past employees (end of contract) with the institutions but with the right to maintain the child in the school, or any other personal circumstances justifying financial support.

The comment was made that “Projects and events that enhance school life” have been removed and needs to part of the social fund rules. Following this comment, the vote was postponed. A redraft will be proposed at the next Board meeting.

2.7. Update on Science Symposium and vote

European Schools Science Symposium (ESSS) will be held on March 2026 in EEB2. The organisation is ongoing. The school asks APEEE to finance some activities and organisation. After discussion the Board votes to allocate up to 10000 EUR from the Social fund according to detailed invoices provided by the school.

The decision is taken by 9 votes of yes.

Decision: The Board approves up to 10,000 eur from the Social fund to finance Science Symposium organised by the school. The payments will be made according to the invoices, provided by the school.

The meeting ended at 23h00.

Next Board meeting date is scheduled on 12 January 2026.