



Association des parents d'élèves de l'école européenne de Bruxelles IV
Parents Association of the European School, Brussels IV
Elternvereinigung der Europäischen Schule Brüssel IV
Associazione dei genitori della Scuola Europea di Bruxelles
Oudervereniging van de Europese School Brussel IV

General Assembly

13 January 2010
19.30 – 22.30 o'clock
at ALBERT BORSCHETTE Salle(s) AB-0A
36, Rue Froissart. B-1049 Brussels

English version

Invitation, Agenda and Documents



Convocation

Dear Members,

In accordance with Article 6,6 of the Statutes in force, please find enclosed the agenda and the accompanying documents for the General Assembly of the APEEE Brussels IV taking place on 13 January 2010 at 19.30 o'clock in the Borschette Centre.

Please be reminded that the General Assembly can only take valuable decisions if at least 10% of its effective members are present. Effective members are, therefore, called upon to design a proxy in accordance with article 8,3 of the Statutes if they are unable to participate in the General Assembly. An effective member can have up to three proxies.

Please be also reminded that only effective members, which means the class representatives, can vote (Article 8,2 of the Statutes) if they have paid the annual contribution.

However, any member of the association, who has paid the annual contribution, can be a candidate for the Board. Presently, there is a number of vacancies as the Board can have 21 members (Article 12,1). Candidates are kindly requested to hand in a short written presentation that will be distributed to the class representatives for their information.

Please be aware that our website is presently out of order for technical reasons. We will do our outmost to restore the site as soon as possible. Some hard copies of the invitation and the documents are available in the APEEE office. Please bring your own copy for the General Assembly.

I am looking forward to meeting you again at the latest on 13 January 2010 and I wish you all a very happy, peaceful and healthy 2010.

Kind regards,

Erika Schulze
President of APEEE Brussels IV
On behalf of the Board

AGENDA

General Assembly 13/1/2010

Part I (19.30 – 20.30): Open to the public

1. Introduction by APEEE President
2. Appointment of the Electoral Board
3. Communication from:
 - General Secretariat of the European Schools (invited)
 - School Management
 - European Commission (invited)
 - Questions/Answers
4. **Presentation by Ms Bustorff**, Director of ES Brussels IV,
of the new element of the European School structure:
The School Advisory Council

Part II (20.30 – 22.30): For Members only

5. Report on the Activities and Presentation of Accounts 2008-2009
Questions and Answers
VOTE on discharge of the Board on the Certified Accounts 2008-2009.
6. Presentation of the Budget 2009-2010 and of the resolutions on the
Reimbursement of debt and the Reserve Fund
Questions and Answers
VOTE on the Budget 2009 – 2010
VOTE on the resolution on the Reimbursement of debt
VOTE on the resolution on the Reserve Fund
7. Election of new Board Members
8. Results of the election of the Board Members
9. AoB

Documents for TOP 4 (please see also annex 1 and 2)

Report of the Board of the Parents' association of the pupils of the European School Brussels IV (APEEE) for the school year 2008/2009

The second school year of the European School Brussels IV was marked by a big increase of pupils from about 250 to about 480 which effected not only the management of the services of the APEEE but also the work of the Board and the cooperation with the school.

Board

Before and after the last General Assembly (GA) on 19 January 2009, several members left the Board during the school year: Guido Ricci, former President of the APEEE, Ivan Torre, former treasurer of the APEEE, Filomena Russo, former Secretary and Vice-President for Pedagogical Affairs, Antonella Bambagini, Remo Bettiol, Hilary Crowder, Anke Held, Natalya Simons, Agnes Trarieux Lecontre and Camilla Wikstedt Gaudina. The Board would like to thank these members for their commitment in a time marked by the efforts to put in place a lively school community and functioning services under difficult conditions created by, on the one hand, the temporary site of the school and, on the other hand, the inscription policy of the Central Enrolment Authority (CEA).

Besides, the APEEE board had to put in place a management of change requesting permanently new agreements among Board members on how the APEEE should develop while at the same time the problems of the daily business had to be solved. Consequently, there was and is a lot of pressure on the voluntary Board members who, without exception, work fulltime in one of the European Institutions. Without their sense of cooperation and their will to meet all the challenges to the benefit of our children, the APEEE would not have been able to realize the progress made in all aspects of its remit.

At the end of the school year, the Board had the following members:

- Erika Schulze, President
- Arjen Bouter, Treasurer
- Hugo Zunker, Secretary and delegated to the *Groupe de Suivi de Laeken*
- Joëlle Salmon, Vice-President for Administrative Affairs
- Raluca Popa, Vice-President for Pedagogical Affairs and delegated to Interparents
- Monika Paulus, Vice-President for Communication and responsible for the Transport service
- Aedin O'Byrne, responsible for the APEEE homepage
- Thomas Frenzel, responsible for the Canteen service
- Antonio Cenini, responsible for the Extra Curricular service
- Paul Nemitz, follow-up of Laeken/Berkendael dossier (together with Hugo Zunker)

In November 2009, four new members of the Italian section joined the board on the basis of Article 4a of the Statutes in force:

- Giovanni Sergio who will support the extra curricular activities team
- Fabrizio Fabbri who volunteered to join the canteen committee
- Roberto Sabatini who takes care of the IT equipment of the APEEE office
- Luciano Di Fonzo

Committees

The board was assisted by four committees:

- Transport committee
- Canteen committee
- Extra curricular committee
- Pedagogical committee.

These committees are open to all parents who wish to get involved below Board level with APEEE affairs.

For more information on what has been done, please see the respective reports.

Office of APEEE

With the growth of the association, new staff members had to be employed during the school year. At the end of the school year, the APEEE had the following staff members (some of them working on a part-time basis):

- Remo Bettiol, coordination of the services, administrative affairs and relations with the school;
- Manuela Pamio, secretary of the APEEE;
- Maryse Masson, bookkeeper
- Evelyne Cleanis, Transport Manager
- Pablo Prando, Canteen Manger
- Laura Schipsi, Extra Curricular Activities Manager
- Christoph Goblet, chef cook
- Christelle Dene, first *interiminaire* and then *commis de cuisine*
- Thierry Cries, presently assisting the transport service.

In the meantime, Mr. Huh Min-Jae has been recruited as a second *commis de cuisine*.

Without our members of staff, the APEEE would not be able to fulfil its manifold tasks and we are extremely grateful for their commitment and efforts in favour of the wellbeing of our children.

Apart from the staff employed directly by the APEEE, there are also the extra curricular activities teachers, the monitors on the busses and the canteen staff who are there to facilitate the live of the children at school and on their way to and from school.

Parent's participation

During the school year 2008/2009, 89 parents served as voluntary class representatives which are qualified as effective members in the statutes in force. They have the right to vote at the GA (as long as they paid their contribution) and were the contact points for all communication between pupils, teachers, the parents' association and the school. Besides, one class representative of each language section participates in the Educational Council meetings and, since 3 December 2009, also in the School Advisory Board (SAC) meetings.

Central Enrolment Authority (CEA) and Board of Governors (BoG) decisions

After the recommendations of the CEA, the BoG decided that, for the school year 2008 – 2009, all language sections of all European Schools in Brussels should be open again for the new enrolment of pupils. Changes between or to the Brussels' schools were, however, not possible apart from special cases.

On the basis of this policy, the increase of pupils for the European School Brussels IV was very modest compared to previous years and, in particular, seen the fact that about 2000 applications for the four Brussels' schools were processed by the CEA. This relatively small increase of pupils effected negatively the growth of the APEEE businesses that, therefore, still has difficulties to keep the accounts balanced and to work cost effective.

Pedagogical Committee and Educational Council

History

The school year 2008-09 has witnessed the setting up of the first pedagogical committee. Before, already in the first school year of the European School Brussels IV (EEB IV) (2007-08) a class representative for each linguistic section took part in the Education Council together with the APEEE Vice-President (VP) for Pedagogical Affairs but there was no permanent working group.

Last February, the committee met for the first time which was a big success. The committee included at that time the VP for Pedagogical Affairs, 1 representative of the German section, 2 of the English section, 3 of the French section, 3 of the Italian section and 1 of the Dutch section.

Activities

The main activity of the committee during school year 2008-09 was the coordination of parents' requests and reports to the Education Councils and the participation in the Behaviour working group set up by the School. The organization of the first edition of the School *Somerfest* held in June 2009 had its roots in the pedagogical committee. This last activity was developed thanks to the work of an enthusiastic group of volunteer parents.

Present situation

Following the resignation of the VP in charge and the elections of new class representatives in September, the pedagogical working group has undergone some changes, a new VP and 15 new committed parents are presently forming the current pedagogical working group - and the interest of parents in the activities of this group is growing.

School Advisory Council

The main activity is still the coordination of parents' comments, requests and suggestions to the Education Council. Additionally, in December 2009, the school set up a new legal body, the School Advisory Board (SAC), where the same parents usually taking part to the Educational Councils have a seat (plus two SWALS representatives). The SAC has been established on the basis of the decisions of the Board of Governors (BoG) on the reform of the European Schools approved last April. The reform not only includes the enlargement of the European School system but also foresees a certain degree of autonomy for each European School. The role of the SAC is basically to support the director with the definition of school's priorities for each school year and to advise him/her in any matter concerning the school. The presence of parents' representatives in this body is an important opportunity to be informed and consulted in due time about all kinds of matters of the school life. This is a success in terms of a good collaborative relationship between school and parents.

Educational Council

The minutes of the first EC of the current school year (1 October) will be shortly published and informative notes have been circulated to all the sections after the two ECs that have already taken place during this school year.

Interparents

Interparents is the roof organization of all parents organizations of European Schools which represents the parents at the BoG and has the right to make proposals to the BoG. All issues of common interest for the parents of pupils of European Schools are followed, as for example the reform of the European Schools. The interface with Interparents in our APEEE is presently the VP for Pedagogical Affairs.

Any other business

Lost and found

The APEEE would like to inform parents that a lost and found office has been put in place by two members of the Italian section. You can get in contact with them via the school website:

Extracurricular activities 2008/2009

When the member of the Board in charge of the extracurricular activities left at the end of the school year 2007/08, the position remained vacant until the beginning of the year 2009. The follow-up of the extracurricular activities was at risk to be abandoned. As there was no staff of the APEEE in charge of the management of this service at that time, some parents outside the Board (Carola Streul and Roció Uriarte,

in particular) intervened on a voluntary basis to guarantee the continuity of the service.

Due to a new timetable of the school, the activities during midday breaks were no longer possible which created an additional challenge for the parents who wanted to set up new activities.

While during the school year 2007-2008 the children were automatically taken on after the activities by the school and the transport was settled as usual, in 2008-2009 parents had to make sure themselves that the children reached their destination after the activities. It was thus decided to begin with an experimental project limited to 3 days a week, Wednesday, Thursday and Friday, with a special *garderie* bus on Wednesdays after the activities. The activities were launched on November 19th, 2008 and ended on June 26th, 2009.

Despite of the difficult executive conditions, the capacities of the service increased considerably, passing from 82 inscriptions in 2007/08 to 268 inscriptions in 2008/09; an increase of 200 %. 225 children were registered in one activity and a majority of them received their first choice; 43 children were enrolled in a second activity.

On Wednesdays, there were 102 subscriptions with 29 children taking the bus towards the central day-care centres. On Thursdays there were 55 subscriptions and on Fridays 111, 57 of them taking the bus VS. On Fridays, 12 of the registered children were brotherly linked (siblings) to children in P3 and P4.

The children who joined our school after the starting up of the activities and having "siblings" in P3 and P4 were also integrated into the programs on Fridays. There was a strong request for the sports activities, in particular for football, which was not able to be completely satisfied because of the limited available space in gym halls. Furthermore, the program offered multi-sport, *psychomotricité*, dance, theatre, arts, *bricolage*, drawing, awakening in the music and French.

In January 2009, the Parents' association hired a part-time manager, Ms. Laura Schipsi, who has more than 10 years of work experience in the extracurricular activities in the European schools.

An open day was organized on Saturday, June 13th during the *Somerfest*

Canteen

The start up of the new kitchen has been very satisfying at the end of the school year 2007 – 2008 with an increase of the number of pupils up to 400 eating on long school days (two sittings) and about 300 children eating on short days (one sitting). Therefore, the kitchen staff was increased by one full time *commis de cuisine* in addition to the *chef cuisiner*.

During the school year 2008 – 2009 children taking the bus or being picked up by their parents have been offered the possibility to subscribe to the canteen on Wednesday and Fridays.

In the month of May a canteen manager was recruited (half time position) to improve the organization of the canteen service and the contact between parents, teachers and the school management.

A canteen satisfaction survey was performed with overall very positive feedback. A new version of the “canteen regulations” together with a new version of the “enrolment form” was published on the web site for the 2009 – 2010 enrolments, with a new payment procedure and a more efficient administration of the children’s information.

The service canteen data base was re-encoded and re-arranged to have more up to date information and a more fluent communication with the parents.

The implementation of the HACCP (Hazard Analysis Critical Control Point) system was finished and approved by our external consultancy service.

A consultative canteen committee with representatives from parents, teachers, and school management has been established.

The period 2009 – 2010 started with a very good dynamism and of course more canteen subscription, 500 and more. Consequently, the kitchen staff continued to grow by one *commis cuisine* half time and the canteen manager started working full time and additional canteen materiel had to be ordered. Besides, new kitchen clothes were bought by the APEEE for the kitchen and canteen staff and a cleaning service provider was enrolled. Additionally, a new call for tenders for kitchen machines was issued by the school on request of the APEEE to get prepared for the further increase of pupils.

Besides, a service for teachers and administrative personnel was put in place.

For the first time, a contract with Misanet (table and washing service provider) was signed.

Furthermore, the canteen budget included in the annual school budget 2011 was estimated and presented to school administration. A new *legumerie* planning is taking place for working with fresh vegetables and fruits “in situ”.

For the future, the canteen staff is ready to deal with new enrolments and challenges, we are committed to achieve a good quality and balanced food while complying with all hygienic up to date requirements for all the children.

Transport

Principles

The transport of the pupils of the European Schools is voluntarily organised by the Parents ‘Association (APEEE). One member of the board of the APEEE is responsible for transport and supported by a Transport Committee. Any member of the APEEE can volunteer for the Transport Committee.

As all other services of the APEEE, the transport of the pupils has to be self-supportive. Therefore, parents have to pay for the transport of their children. As far as staff of the European institutions are concerned, the respective institution take over the cost for transport of primary (and secondary) school pupils from home to school and back home or to a *garderie* of the institutions. Also some parents working elsewhere are reimbursed by other employers. In all other cases, parents receive a bill according to the duration of the use of the transport service. Please see for all details the transport rules available on the homepage of the APEEE.

History of the transport of pupils of the European School IV (EEB IV)

EEB IV is for the time being situated in Brussels, rue Berkendael, until its move to Laeken. The school opened its doors in September 2007 with about 160 pupils of which about 80 used the transport facilities from the beginning.

This was quite a unique situation. Compared to the other European schools, a very low number of pupils had to be transported and, additionally, thanks to the Enrolment Policy, their homes were spread over Brussels while the other schools mostly recruited children from a certain sector. The consequences were very high costs per pupil: about 2.600 Euros compared to 1.050 Euros in the other European schools. This is why, for the school year 2007-2008, the Board of Governors of the European Schools accepted exceptionally to subsidize the transport to mitigate the burden for the parents concerned. Furthermore, as there were only a few pupils to be transported, the stops of the school buses were often at the road crossing closest to their homes.

Last but not least, our APEEE received a loan of 300.000 Euros from the other three European Schools in Brussels that could and can be used to run the services (canteen, transport, extra curricular). Obviously, this money has to be paid back and is essentially used as a liquidity tool, to fill the time gap between the expenses we make to run the services and the payment of our invoices.

Eurobussing

The APEEE buys the transport service for EEB IV' pupils from Eurobussing, a Belgian service provider specialised in transport of persons. Eurobussing is a contractor of other European Schools in Brussels, together with other transport companies.

The cooperation with Eurobussing is based on a service contract concluded by the founding members of our APEEE, using the negotiating power of the other APEEE, which foresees, among others, that, at the end of the previous school year, the APEEE asks for a certain number of lines for the next school year and provides Eurobussing with the corresponding stops of these lines. During the school year, there are only limited possibilities to change or to add stops. Actually there is an agreement with Eurobussing that only few modifications can be set up during the holidays of All Saints.

Eurobussing provides the buses with capacities according to the number of pupils to be transported on the respective line, and the drivers. Eurobussing is also responsible for the route the bus takes on each line while the APEEE is responsible for the monitors on the buses.

The Transport Committee (TC) and the Transport Office (TO)

Presently, the TC consists of only one person: Monika Paulus who is a member of the APEEE board. Erika Schulze who took over this task together with Monika Paulus left the TC on 18.05.2009 to become President of the APEEE.

The TC is responsible for

- The budget of the transport
- Decisions concerning the contract with Eurobussing and the transport rules;
- The creation of lines and stops;
- Communication with the parents as far as rules and difficult cases are concerned;
- The employees in the transport office.

The TC has put in place a TO to facilitate the day-to-day work of the board members. Presently, there is one transport manager, Evelyne Cleanis who replaced Remo Bettiol from 01.05.2009 on, who can draw upon the assistance of Thierry Cries (Art 60). The TO is responsible for

- The contact and all communication with Eurobussing;
- The communication with the parents concerning the day-to-day business of the transport;
- The issuing of invoices to institutions and parents (with the accountant of the APEEE);
- The monitors on the buses;
- The management of the TO.

School-year 2008/2009

The new school year had started with 460 pupils enrolled and 220 of them using the transport service, which was an increase of 140 pupils compared to 80 last year. Monika Paulus (DE) and Erika Schulze (NL) volunteered within their language sections and were nominated to follow up their predecessors on the board of the APEEE until the end of their term in school year 2009-2010. They joined the board mid-October 2008 and started to work for the TC.

To overcome the difficulties of the first school weeks, the board had taken the decision in September 2008 to hire Mr. Bettiol for the new position of a transport manager. As soon as a new TC could be formed, it proposed to the Board, who agreed unanimously, to confirm Mr. Bettiol in a permanent position.

The main challenge for the newly formed TC was to adapt the existing lines to a steadily growing number of pupils.

Firstly, the AM-lines were adapted and the changes implemented beginning of November 2008 and within a second phase the PM-lines were also adapted in January 2009.

In May 2009 the decision has been taken that a full-time manager is needed - due to the fact of a steadily growing number of kids. We also got the opportunity to employ somebody under the "statut" of "Art. 60" who assists the transport manager in her daily work.

The last 4 months (school-year 2009/2010)

The new school year had started with +/- 600 pupils enrolled and 320 of them using the transport service, which was an increase of +/- 100 pupils.

Trying to avoid the problems of last year the TC adapted the same procedure as the other schools and established the lines based on the enrolments done by the

deadline given on 31.05.2009. Unfortunately a good part of the "old" parents did not see the necessity to follow the rules and did not enrol at time what led into the same catastrophe as last year as they complaint directly that they did not want to accept the stop they were given now.

On the other hand we were confronted with the situation that a lot "newcomers" could not enrol on time as they got their place at school within the 2nd and 3rd enrolment phase Altogether the enrolment policy of 2009/2010 is very difficult to handle for our school as the catchment area stays the same (no transfers allowed) BUT more kids inside Brussels who would like to have more stops but with still not full busses we are not able to establish more lines. As foreseen in the regulation some adaptations were made for the "All Saints holidays".

Cooperation with the other European schools

The members of the TC had several meetings with those responsible for transport in the other European Schools. The aim is to learn from their experience and to apply the same rules and contracts where justified.

The main problems, especially for the beginning of the school year are the same in all schools: the traffic in Brussels is constantly growing, the road constructions starting everyday in another part of the city. All this does not really help to make the time of kids in the bus shorter.

Messages of the TC to the GA

The TC would like to thank, on the one hand, the parents for their patience and comprehension concerning the adaptation of the lines and timetables. The TC, on the other hand, would like to underline that it understands that the family life of each pupil also depends on stops and timeframes of the school transport system. Therefore, the TC is looking as far as possible for continuity and will stick to the transport regulations (and to the contract with our provider!) to not apply any further changes to the lines until the end of the school year.

Nevertheless, it will be necessary in the future to adapt the lines further to the steadily growing number of pupils. The TC is glad that Eurobussing has understood this need and has insured its full cooperation. However, this means that parents NEED TO enrol their kids within the fixed time-frame (31.05.) as the lines are based on these enrolments. The one and only adaptation on the lines might be possible - without any guarantee- during the holidays of All Saints.

We need to stress again that it is dangerous to arrange with the driver or the monitor stops that are not scheduled. They are not authorised to do that and risk their job if they do so. What is more, the insurance companies of the bus company and of the APEEE will refuse to intervene for any event linked to an unscheduled stop. Last but not least, replacement drivers and monitors will not take account of these arrangements.

We would also like to remind parents that the transport system of the EEB IV is not a personalized service. This means that we need to find common stops for as many kids as possible as each stop means a delay of +/- 3-5 minutes (plus the additional roadway) for ALL other kids coming behind. Stops in front of the door because of private reasons (and everybody has one!) are NOT possible. Furthermore we need to stick to the initial task: to transport pupils of EEB IV from home to school and back home or to a *garderie*. It is not foreseen to drop a child two or even three times a week at another stop. Besides for very special cases, this kind of requests overstretches the TO facilities and the TC will address parents accordingly.

Costs of transport

The budgeted cost of transport per pupil this school year is estimated at about 2080 EUR. We have introduced again the demand for a subsidy to the European Commission but we did not get any answer so far. We hope to get this subsidy again to support all those pupils whose parents should otherwise bear the full costs for the school year 2009/2010 but we know already that we need to struggle for it as some members of the Board of Governors expressed already last year reservations against the principle of a long term subsidy.

According to the final decision from the Board of Governors we hope to limit the price for these parents to a maximum of 1110 Euros for a full subscription and 65% of that for a sole subscription for transport to a *garderie*.

Communication with TC and TO

The TC would like to remind parents that all requests concerning changes of addresses, the creation of stops or any other matter concerning transport, has to be sent to the TO by email.

At the same time, we would like to remind you that there is no need to inform the TO of the absence of a child. According to the transport rules, the bus will not wait if a child is not at the stop.

It is important to inform the TO of any change of address, also of email address, otherwise important messages may not reach the parents.

Presentation of Accounts 2008-2009

See Annex 1

Statutory Auditor's report on the financial statements for the year ended 31 August 2009

See Annex 2

Documents for TOP 5 (please see also Annex 3)

Presentation of the Budget 2009-2010

See Annex 3

Resolution on the Reimbursement of debt

The General Assembly,

at its meeting of 13 January 2010,

- having regard to the loan agreement concluded on 1 July 2007 between the APEEE of European School Brussels IV on the one hand and the APEEEs of the European Schools Brussels II and Brussels III and the ASBLs 'Transport' and 'Canteen' of the European School Brussels I on the other, in particular articles 4, 6 and 7 thereof;

- considering that to date, an amount of EUR 135.000 has effectively been disbursed to the APEEE of European School Brussels IV, so that the debt per pupil is EUR 227,27 and the debt per family approximately EUR 300;

- whereas according to the loan agreement, the repayment of the loan should commence at the latest 5 years after the date of the first payment and should be completed - in the case of the loan from the ASBLs of European School Brussels I - 8 years after the date of the first payment and - in the case of the loan from European Schools Brussels II and Brussels III - 10 years after the date of the first payment;

- considering that preparations for the repayment obligations should be made in a timely fashion;

decides to include in the annual budgets of the APEEE, starting from budget 2010-2011 and until the loan has been fully reimbursed, budget lines for the repayment of the loan for a total of EUR 27.000 per year;

decides to this end that the contribution of each of the services shall be one-sixth for General Affairs and Extracurricular activities and one third for Canteen and Transport;

decides also that the contribution of General Affairs shall be financed by a top-up of EUR 10 to the annual membership/administrative fee;

Decides finally that the amounts shall be transferred to the Reserve Fund to be used exclusively either for the timely repayment of the loan or for temporary cash flow requirements on any of the APEEE's bank accounts.

Resolution on the Reserve Fund

The General Assembly,

at its meeting of 13 January 2010,

- having regard to the loan agreement concluded on 1 July 2007 between the APEEE of European School Brussels IV on the one hand and the APEEEs of the European Schools Brussels II and Brussels III and the ASBLs 'Transport' and 'Canteen' of European School Brussels I on the other, in particular articles 4, 6 and 7 thereof;
- considering that to date, an amount of EUR 135.000 has effectively been disbursed to the APEEE of European School Brussels IV, so that the debt per pupil is EUR 227,27 and the debt per family approximately EUR 300;
- whereas according to the loan agreement, the repayment of the loan should commence at the latest 5 years after the date of the first payment and should be completed - in the case of the loan from the ASBLs of European School Brussels I - 8 years after the date of the first payment and - in the case of the loan from European Schools Brussels II and Brussels III - 10 years after the date of the first payment;
- considering that preparations for the repayment obligations should be made in a timely fashion;

Authorises the Board of the APEEE of European School Brussels IV to set aside any positive result of the APEEE's activities in a Reserve Fund to be used exclusively either for the timely repayment of the loan or for temporary cash flow requirements on any of the APEEE's bank accounts.
