



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

26th January 2011

19.15 – 23.00

at the ALBERT BORSCHETTE CENTRE

Salle(s) CCAB-O/A

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 the Agenda and the accompanying documents enclosed for the General Assembly of the Parents Association Brussels IV which will take place on 26th January 2011 at 19.30 in the Borschette Centre.

We would like to remind you that the General Assembly can only take important decisions if at least 10% of its effective members are present. In order to take a decision on the amendment of the statutes, two third of the effective members have to take part in the decision. Effective members are, therefore, called upon to provide a proxy in accordance with article 8, 3 of the Statutes if they are unable to participate in the General Assembly. An effective member may have up to three proxies.

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 are 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 information.

A copy of the invitation and the documents can be found on our website and some paper copies are available in the Parents Association office. Please bring your own copy to the General Assembly.

I am looking forward to meeting you all again at the latest on 26th January 2011 and I wish you all a very happy, peaceful and healthy 2011.

Kind regards,

Erika Schulze
President of Parents Association Brussels IV
On behalf of the Board

AGENDA

General Assembly 26/1/2011

Part I (19.15 – 20.30): Open to the public

1. Introduction by the President of the Parents Association
2. Appointment of the Electoral Board
3. Communication from:
 - School Management
 - European Commission (invited)
 - Questions/Answers

Part II (20.30 – 23.00): For Members only

4. Report on Activities and Presentation of Accounts 2009-2010
Questions and Answers
VOTE on discharge of the Board on the Certified Accounts 2009-2010
5. Presentation of the Budget 2010-2011
Questions and Answers
VOTE on the Budget 2010 – 2011
6. Resolution on the restructuring of the Parents Association office
Questions and answers
VOTE on the resolution on the restructuring of the Parents Association office
7. **Other resolutions**
 - a) Resolution on the creation of the Budget Control Committee
 - b) Resolution on an increase in the canteen price
 - c) Resolution on the election procedureQuestions and answers
VOTE on the resolution on the creation of the Budget Control Committee
VOTE on the resolution on an increase in the canteen price
VOTE on the election procedure
8. Election of new Board members and of the members of the Budget Control Committee
9. Amendment of the statutes
Questions and answers
VOTE on the amendment of the statutes
10. Results of the elections
11. AoB

Documents for item 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 2009/2010

The third school year of the European School Brussels IV was again marked by an increase in pupils from about 480 to about 600 which effected not only the management of the Association services but also the work of the Board and cooperation with the school. Other factors that influenced the activities of the association continued to be the temporary site of the school and the inscription policy of the Central Enrolment Authority (CEA).

It has to be taken into consideration that this situation requests permanent management of change while parents are inexperienced in the tasks of the Board aiming at a lively school community and fully functioning services. With a strong sense of cooperation and the will to meet all the challenges to benefit our children, the Board, together with the class representatives, was able to realize considerable progress in all aspects of its remit.

In the light of the deficit for the canteen budget, the Board had a broad discussion regarding the management of the Parents Association office and how this deficit should be dealt with. In November 2010, a decision was taken with a majority of the Board in favour, for a restructuring of the office including the creation of the position of a director and the cancellation of the position the administrative support and coordination position (employee polyvalent). Taking into account, however, its consequences, the Board preferred to transfer the confirmation of this decision to the GA.

Board

At its first meeting after the last General Assembly, the Board nominated the following 8 members to the Bureau in accordance with article 14,1 and 2:

- 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
- Carola Streul, responsible for questions related to infrastructure
- Fabrizio Fabbri, without special assignment

In accordance with article 22,1 of the statutes, the following members were designated for the management of the three services

- Monika Paulus, Transport
- Fabrizio Fabbri, Canteen
- Holger Plumhoff, Extra-curricular activities

The other Board members volunteered for the following tasks:

- Roberto Sabbatini, responsible for the IT project
- Aedín O'Byrne, responsible for the website, hosting, e-mails and forums
- Isabelle Lecoq, member of the pedagogical working group
- Francesca Beltrame, member of the pedagogical working group
- Roberto Scazzola, responsible for the Somerfesto and member of the canteen committee
- Antonio Cenini, member of the canteen committee
- Giovanni Sergio, member of the extra curricular activities committee
- Paul Nemitz, follow-up of Laeken/Berkendael dossier (together with Hugo Zunker).

Paul Nemitz left the Board at the end of the school year. The Board would like to thank him for his commitment, namely for the “Groupe de Suivi”.

Committees

The Board was assisted by four committees:

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

These committees are open to any parents who wish to get involved below Board level with the Association's affairs.

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

Office of the Parents' Association

With the growth of the association, new staff members had to be employed during the school year, in 2009/2010 in the kitchen. At the end of the school year, the Parents Association had the following staff members (some of them working on a part-time basis):

- Remo Bettiol, coordination of services, administrative affairs and relations with the school;
- Manuela Pamio, Association secretary;
- Maryse Masson, Accounts manager
- Evelyne Cleanis, Transport manager
- Pablo Prando, Canteen manger
- Laura Schipsi, Extra-curricular activities manager
- Christophe Goblet, chef de cuisine
- Christelle Dene, *commis de cuisine*
- Min Jae, *commis de cuisine*

Thierry Cries who assisted the transport service for one year left the office. The Association is currently looking for a new extra-curricular activities manager, as Laura Schipsi will leave the office, and also a part-time assistant for the transport office.

Without our staff, the Association 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 Association, there are also the extra-curricular activities teachers, the monitors on the buses and the canteen staff who are there to facilitate the lives of the children at school and on their journeys to and from school.

Parents' participation

During the school year 2009/2010, 130 parents served as voluntary class representatives who are qualified as effective members in the statutes in force. They have the right to vote at the GA (as long as they have paid their membership fee) and were the contact points for all communication between pupils, teachers, the Parents Association and the school. Besides, one class representative for each language section participates in the Educational Council meetings and in the School Advisory Board (SAC) meetings.

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

The President and other Board members participated at the regular meetings of the CEA where the parents associations of the Brussels schools have one vote. The CEA prepares the decisions of the BoG for the enrolment policy of the European Schools in Brussels. For the school year 2010-2011, it was decided that all language sections of all European Schools in Brussels should be open again for the new enrolment of pupils. Only for the P5 and S1 sections open in Brussels IV, an obligatory enrolment in Brussels IV was foreseen. Changes between or to the Brussels' schools are, however, not possible apart from special cases.

On the basis of this policy, the increase of pupils for the European School Brussels IV was below expectations reaching about 810 in September 2010. This number of pupils is still not enough to keep the accounts balanced and to allow the Parents Association to work in a cost effective way.

Groupe de Suivi

The BoG has put a working group in place with the Secretary General of the European Schools to deal with the questions of infrastructure in Brussels after the belated opening of the Laeken-site which has led to serious overcrowding in the existing schools. As the temporary site in Berkendael will probably not provide enough space in 2011, the Groupe de Suivi decided at its meeting in May 2010 to place prefabs in the car park of the Berkendael site. Members of the Board participated at the relevant meetings of the Groupe de Suivi but also at the Forêt commune to shape the prefabs in a way that would not obstruct the delivery of services. For the time being, no building permit has been issued.

Pedagogical Working Group, Education Council and School Advisory Board (SAC)

The Board of the Association set up a pedagogical working group for 2009-2010. The members of the working group participate in the preparation of the Education Councils, which take place four times a year, attend the meetings of the Education Councils and meet for discussions of pedagogical interest.

The Education Council is composed by representatives of parents, representatives of teachers and the School Management (Head and Deputy-Heads). The informal notes of the Education Council meetings are regularly sent through class representatives to all parents.

In order to have a more effective and constructive approach to the different pedagogical subjects, working groups have been set up within the Educational Council where parents can actively participate. The three main groups are the following:

- FUTURE of the School (preparing for Laeken)
- SECURITY □ PROCEDURES (to work on rules, code of contacts, etc. to help children and parents to wellbeing at School).
- PROCEDURES (to work on rules, code of contacts, etc. to help children and parents to wellbeing at School).

Interparents

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

Extra-curricular activities 2009/2010

Canteen

The 2009-2010 period started with a great enthusiasm and, of course, more canteen subscriptions, 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 material had to be ordered. The Association bought new kitchen clothes for the kitchen and canteen staff and a cleaning service provider was contracted. Additionally, a new call for tenders for kitchen machines was issued by the school on the request of the Association to be prepared for the further increase in pupils.

Furthermore, 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.

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

The canteen database had been improved to achieve better data flow between the canteen management and the accounts department.

The Association also worked on solutions to solve the canteen’s noise problem and a budget request was addressed to the School administration to cope with this issue.

Concerning our canteen budget, this has been a very difficult year:

- Our overhead charge (utilities) could not be covered by the amount of pupils enrolled in the canteen, taking account of the actual canteen price (we need 1000 effective enrolments, but for 2010-2011 we only have 500-600 enrolments and in 2009-2010 even less; these 500-600 pupils represent 82% of the school population which is the same percentage as in other’s European Schools in Brussels, so basically, what we need is more school population in general).
- There were accidents with kitchen machines as well as a big delay in receiving the new canteen material, a situation which created “collateral damage” (more expensive logistic procedures than usual).
- The canteen price does not correspond with the amount of children enrolled for the canteen at present but equals the price calculated for schools with 2400 pupils enrolled for the canteen.

To cope with all these problems and as was suggested at the 2007 General Assembly we recommend raising the canteen price (until we achieve the amount of pupils to cover our overhead charge).

We are constantly working on new ideas and commitments to achieve a high standard in our service and a balanced budget.

The 2010-2011 period started with an average of 150 new canteen subscriptions, 670 pupils in total having hot meal. Consequently our half-time “commis” cuisine changed to a full-time contract (now we have 3 people working full-time at the canteen: 1 chef’s assistant, 1 chef, 1 canteen manager and one assistant on 80%).

A new 300 serving’s capacity oven, requested by the Association, was bought and installed by the school in our kitchen. This new oven helps us to improve our menu and gives a better cooking quality to the food.

25m³ of new warehouse capacity, requested by the Association was prepared by the school technicians and our canteen personnel for storage. With this improvement, we can now separate raw materials better, having a greater rotation of products.

Our canteen manager had followed a “rescuer” course given by the Red Cross of Belgium and supported by the Association to be prepared in the case of an emergency in the canteen or school field.

New electrical installations in the kitchen, already requested by the Association last school year was made operational by the “Regie des Batiments”. Now, we can plug in two extra heating trolleys and install two new refrigerators in the future at the dining room level.

Additional canteen material requested by the Association has been bought by the school, which will arrive in January 2011. Service quality will be improved as well as efficiency in general.

Our request for a budget for the acoustic isolation of the canteen dining room has been approved, the school is working on new prices offers to install a whole new acoustic absorption system in the canteen, which will end the noise problems in the canteen and give a peaceful and comfortable lunch time for our children; this will be carried out between January and February 2011; this system will be moved later to our canteen in Laeken (to be installed as a part of the acoustic solution for Laeken).

We've also been working to improve the quality of ingredients and preparation of food, including some food coming from organic farms, in order to give our children tastier and healthier meals.

A new call for tenders to build and redesign our website and provide, as well as many new options, the possibility to enrol your child “on-line”, is being organized by the Association's IT team. With the adoption of the corresponding budget by the GA, this solution should be operational for the next school year (2011-2012).

Additionally, the canteen budget to be included in the annual school budget 2012 was estimated and presented to school administration. This will give us the opportunity to add all the equipment needed for the new canteen in Laeken which will have capacity for 3000 pupils keeping the same quality and efficiency. The plans and installations for Laeken are being studied by our Canteen committee together with the school and the Regie's des Batiments Architects to adapt the Laeken canteen as best we can to our needs for a “healthy” canteen.

Furthermore, suggestions for improvements and material needs for Berkendael 2011-2012 were also presented to the school by the Association.

All these technical issues make it possible to improve the canteen quality and security.

We are working on new ideas and commitments to always keep yours and our children's expectations at a high level and our budget balanced.

Transport

Guidelines

Transport of European school pupils is organised on a voluntary basis by the Parents Association. One member of the Administrative Council (Board) of the Parents Association is responsible for transport, supported by a Transport committee. Any member of the Parents Association can volunteer to be on the Transport Committee.

Like all the other services of the Parents Association, the pupil transport must be self-financed. Parents pay for the transport of their children. With regard to staff of the European institutions the cost for transport of primary and secondary pupils, from home to school and from school to home or one of the institutions after-school centres, is assumed by the institution concerned. Other families are also reimbursed by their employers. In all other cases the parents receive an invoice corresponding to the use of the transport service. For more information you should regularly consult the transport page of the Parents Association website.

History of pupil transport at the European school Brussels IV (EEB IV)

EEB IV is currently situated in Brussels; rue Berkendael, pending the move to Laeken. The school opened its doors in September 2007 with approximately 160 pupils of which 80 used the transport service from the beginning.

It was an exceptional situation. Compared to the other European schools, a very small number of pupils used the transport service. Due to the enrolment policy the residences of pupils are scattered all over the Brussels region while in the other schools the majority of pupils reside in the same districts. This resulted in a very high cost per pupil: nearly 2600 euro in comparison with 1050 euro for the other schools.

Eurobussing

The Parents Association use the transport services of Eurobussing, a Belgian company specialising in transport. Eurobussing is the company used by the other three European schools.

Cooperation with Eurobussing is based on a service contract drawn up by the founding members of the Parents Association, established after negotiations which had taken place previously with the other Parents Associations. This contract implies an obligation to determine the number of corresponding bus routes and stops at the end of the previous school year. Once the year starts, there is little scope to change or amend the bus stops. An agreement was reached with Eurobussing for minor adjustments to be made to existing lines in November. Eurobussing provides buses with the capacity for the number of students carried on the line. Eurobussing employs drivers and is also responsible for the journeys. The Parents' Association is responsible for monitors unlike the other schools that employ mainly students from secondary (17 + years). Our transport costs are thus increased by the payment of monitors more than students. Since this year, the transport office has signed contracts with other transport providers to ensure the best transport service.

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

For the moment, the TC is just one person: Monika Paulus assisted by the Transport committee.

The TC is responsible for:

- The transport budget;
- Decisions concerning contracts with service providers and transport regulations;
- Creation of lines and bus stops;
- Communication with parents concerning the rules and difficult cases;
- Transport office employees.

The TC created a transport office (TO) to facilitate the everyday work of the members of the Board. This office is composed of one transport manager, Evelyne Cleanis employed on a full-time contract since May 2009. Thierry Cries (art.60) assisted the manager, he left the TO at the end of the school year.

The TO is responsible for:

- Contact and communication with transport service providers;
- Communication with the parents concerning daily management;
- Sending out the invoices to the Institutions and parents (in liaison with the accounts service of the Parents Association);
- The monitors in the bus;
- Management of the office.

School year 2009/2010

The school year started with 600 pupils of which 330 used the transport service which represented an increase of 110 children in comparison with 2008-2009 (220 children).

Monika Paulus (German Section) volunteered and was nominated to replace her predecessors on the Board. She became a Board member in October 2008 and has worked since then for the TC.

The main challenge for the TC is to adapt the existing bus lines to the ever increasing number of pupils wishing to use the transport service.

The last 4 months

In order to avoid problems in the last school year, the TC followed the same procedure as the other European schools and established bus lines in line with enrolments made up to 31 May 2009. Unfortunately a lot of parents (old users) did not follow the rules and did not re-enrol their children within the deadline. This had, as a consequence that some parents could not get the desired stop refused to accept the proposed new bus stops, as it already happened in 2008/2009.

Furthermore, the TC had a great many new users who were not able to respect the deadline due to the late confirmation after the 2nd and 3rd enrolment phase. The inscription policy for 2009/2010 was not favourable for our school as the catchment area reaches far outside Brussels in addition to more children coming from inside requiring also more stops. However, no new lines can be created as long as the bus cannot be filled. In order to meet as many wishes as possible and as provided for in the rules, the lines were modified in November 2009.

Cooperation with the other European schools on transport

Members of the TC and TO had meetings with the people responsible for transport in the other European schools. The goal is to learn from their experience and apply the same rules and harmonized contracts when warranted.

The major problems, especially at the beginning of the school year, are the same in all schools: the constantly increasing traffic in Brussels, road works starting each day in different parts of the city. All these problems do not help shorten the time children spend on buses.

Transport costs

For the school year 2009/2010, the cost of transport per child was estimated at 1752 euro. It was possible to lower the rate due to a subsidy provided by decision of the Board of Governors that allowed us to put a limit on the price for the "self payer" parents of 1110 euro for a complete subscription, or 65% of the price for a subscription for a bus to the after-school centre only.

Communication with the TC and the TO

The TC would like to remind parents that all requests for new stops or any other questions on transport should be sent to the Transport office by e-mail. All changes of address, e-mail or telephone, must be sent to the transport office in order to ensure that the transport users receive all communications.

However, it is not necessary to inform the TO of a child's absence. In accordance with the rules the bus will not wait if the child is not at the bus stop. Only families with a few children should contact the transport office in case of absence of one of their children in the afternoon. In order to ensure the departure of the afternoon bus we would ask parents to contact the office if they intend to pick up their children during the day.

Message from the TC for the GA

The TC would like to thank the parents for their patience and understanding concerning the modifications and scheduling of bus lines. The TC wishes to underline that they understand that the family life of every pupil is dependent on the organisation of the bus service. That is why the bus lines are modified to try to suit all pupils. The TO is satisfied that Eurobussing has understood the situation and has assured future cooperation. This obviously means that parents must enrol their children on time (May 31) since the lines will be adjusted according to enrolments at that date. The one and only adjustment to the lines, depending on availability and with no guarantee will be made during the Autumn holidays.

We must insist again that it is dangerous to arrange a different stop with a driver or monitor than those scheduled. They are not authorised to do this and could lose their positions for so doing. Also the transport providers' and the Parents Associations insurance companies will refuse to intervene in the case of problems occurring at unofficial stops. Finally, replacement drivers or monitors will not take these changes into account.

We would also remind parents that the school transport system is not a personalised service. This means that we have to find common stops for as many children as possible as each additional stop means adding on a few minutes to the journey. Stops in front of the house (for personal reasons) are not possible. We must keep our

original goal: transporting children from home to school and from school to home or to the after-school centres and not to take or drop off a child two or three times a week at a different place than planned. Changes may be granted for certain exceptional circumstances but cannot be made too often as to consistently overload the normal operation of the transport office. If this is the case, the TC will be obliged to notify the parents.

For the statutory Auditor's report on the financial statements for the year ended 31 August 2010 please see annex 1

For the budget for the school year 2009-2010, please see annex 2

VOTE

The General Assembly

DECIDES to give the discharge to the Board for the implementation of the 2009-2010 budgets.

Explanatory statement

The statutory Auditors have delivered an unqualified opinion.

Documents for item 5 (please see annex 2)

For the presentation of Accounts 2010-2011 please see Annex 2

VOTE

The General Assembly

DECIDES to adopt the budget proposal presented by the Board for the school year 2010-2011.

Explanatory statement

The proposal includes the budgets as presented by the services and for the administration including all revenue and costs that can reasonably be expected to take place during this budgetary year 2010-2011.

Document for item 6

Resolution on the future structure of the Parents Association office, presented by Erika Schulze and Hugo Zunker

VOTE

“The General Assembly

DECIDES that the APEEE office should have the following structure as from 1st May 2011

Director				
Service	Service	Service	Service	Budget
Kitchen 1 chef, full-time 1 commis, fulltime 1 commis 80%	Canteen 1 manager full-time	Transport 1 manager full-time 1 assistant 50%	Extra-curricular activities 1 manager 50%	Accounts 1 manager 75%
Kitchen support	1 Secretary:full-time			

DELEGATES all further steps (recruitment and dismissals) to implement this structure to the Board of Administrators of the association and

NOTES that, for budgetary reasons, the position of the director will only be filled as from the next school year onwards (1 September 2011).|”

Explanatory statement

During the last few months, it became more and more apparent that it is essential that the Association have good management in the Association office *in situ* to ensure a professional staff guidance, sound financial management and professional support to voluntary parents.

The proposed structure already had the support of a majority of Board members but is, nevertheless, presented to the General Assembly for approval as it entails the introduction of a new management position (director), as well as the removal of an existing position from the directory (“*employé polyvalent*”).

Further, the phased implementation of the new directory will contribute to a reduction of the deficit of the Association scheduled for the current school year and is the baseline for the proposed budget 2010-2011.

Documents for TOP 7

a) Resolution for the creation of a budgetary control committee

VOTE

Conforming to article 7f of the statutes, the General Assembly

DECIDES to assign two budget commissioners to the budgetary control committee for the budgetary exercise 2010/2011.

The commissioners should not belong to the same linguistic section. They can be re-elected.

Their task is to present a written report on the implementation of the 2010/2011 budget to the next General Assembly. This report will be based on two audits of three services as well as the administration, which will take place during the 2010/2011 school year 2010/2011 and which will accompany the auditor's report.

Together with the report, the budget commissioners will also present recommendations in relation to their observations in the report.

The next General Assembly will examine the value of having these commissioners and decide if they are to remain for the next school year.

As the same time, the Assembly General

DECIDE also to continue with the cooperation of the auditor appointed in 2007 as well as for the 2010/2011 year.

Explanatory Statement

The statute provides for the possibility of having budgetary control exercised by the parents. This proposition is presented by the President of the Association and administrators

- To underline the importance of good financial management by the Association
- Reinforce ownership of parents vis-à-vis the financial resources of the Association ;
- Support the treasurer in his task of managing the budget and implementation during the year with recommendations ;
- Detect problems with the budget implementation as soon as possible.

The Association currently employs nine people who have the authority to spend money, on a regular basis, on behalf of the Association. The Association funds come from parents contributions. It would seem therefore logical that parents should oversee the financial management.

Up to now, verification of accounts was done by a company who provide professional services. The added value of a committee would be by its presence during the school year, its knowledge of the association and its financial situation and a sign to the staff that parents wish to see good administration of their money.

b) Resolution on the increase of the canteen price

VOTE

“The General Assembly

DECIDES that the price of canteen meals will be increased by 0,25 Euro retroactively as from the second term of the 2010/2011 school year in order to reduce the deficit of the canteen budget.”

Explanatory statement

This measure is one out of three that is proposed by the Board to meet the financial difficulties of the canteen service. The two other measures are the reduction of staff costs within the framework of the restructuring of the Association office and several modifications to the canteen management like a better management of ingredients.

C) Resolution on the election procedure

VOTE

The General Assembly

DECIDES that for the election of the Members of the Council of Administrators the following voting sheet will be used as from 26 January 2011 onwards:

Explanatory statement

	Name	Language section	Vote
1			
2			
3			
4			
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8			
...			

Advantages of the proposal

The proposed ballot sheet allows making a cross after the candidate's name in order to give him or her one's vote or to leave the space blank.

Following Article 12.3.a of the Statutes those candidates having the most votes are elected as members of the Board.

Article 12.3.b provides for an exception allowing each language section to have at least 2 Board members if there are enough candidates. They are given priority

regardless of the number of votes reached. The proposed ballot sheet does not interfere with this exception.

The intention is to replace the voting sheet used in last year's GA which was more complex and allowed for 3 different decisions after each candidate's name. Voters were given the option for "Yes", "No" and "Abstention". A ballot sheet should be as clear and simple as possible to facilitate voting and counting of votes.

The proposed ballot sheet is a simple and clear form that provides for:

- A short counting process;
- A clear indication of the number of votes cast per candidate identifying easily those members elected to the Board in conformity with the statute
- Avoids "No" votes that might be seen as giving a negative message to parents offering time and skills for voluntary work.

Disadvantages of the voting sheet used last year

Voting with three options is regularly necessary when particular majorities of votes have to be reached in order to achieve a decision. For instance, if a decision is to be reached by a simple majority it is first necessary to know the number of votes available (members present and represented) in order to calculate when a simple majority would be reached. It is necessary to count the votes in favour to see whether a simple majority is reached and votes against and abstentions which allow checking if all numbers match including the number of votes present to prevent mistakes.

For the election of members to the Board however, there is no – simple or qualified – majority of votes required by the members present or represented. The result is based on a comparison between the amount of votes attained by each candidate with the derogation described in article 12.3.b. It is therefore only necessary to count the votes in favour of candidates.

Voting with three options causes complications if the result is defined by the number of votes attained and not by a majority of votes. Only taking into account the votes for a candidate and the expressed abstentions the result is the same as with only one case to check or leave blank. The distinction with two cases is however unnecessary. The evaluation of a vote against a candidate however causes difficulties. Would one vote against lead to the deduction of one vote in favour of the "account" of the candidate? That would be in contradiction to the statutes which simply say that those who obtain the most votes are elected - the deduction of votes against is not mentioned. Or would a "No" vote count like an abstention? If yes, there would be no added value in providing the option of a "No" vote and it should be left out of the sheet.

While the proposed ballot sheet is a simple and clear form, last year's ballot sheet holds the following disadvantages in brief:

- Voters might be confused;
- The counting process takes more time;
- Communication of result at the end of the Assembly at risk;
- The value of "No" votes unclear;
- "No" votes give a negative message to parents offering time and skills for voluntary work.

Documents for TOP 8: Candidates for election to the Board

Erika Schulze

Having worked for about six months for the transport committee and a year and a half as President of the APEEE Brussels IV, I would like to participate for another two years in the work of the Board and therefore present my candidacy as a parent of the Dutch section. My daughter Franziska De Waard is in NLP2.

Martina Sindelar

Professional background: PhD in Economics, Commission service: 1992-995 as national expert, 1996-2000 as temporary agent, since 2001 official, tasks in DG REGIO, DG INFSO, Cabinet Bangemann, SG, DG ENTR (currently).

My motivation: The European school system provides parents with the unique opportunity to actively participate in the school management. Therefore it is important for me to get involved with the activities and responsibilities of the Parents Association, in particular as far as the Berkendael school and its challenging future is concerned. Currently I am class representative for MAT I DE, the class of my daughter. This task already allowed me to gain my first insight into the management of the school and the work of the Association.

Horst Nickels

1971; business studies, specialised in the field of urban design, architecture and integrated city development.

We got 2 kids in the German section, one in P1 and one in P3. Both of them are bilingual educated Polish-German. Newcomers to Brussels in September 2010, and plan 2 stay for at least another two years.

So far I got experience with parents associations in Germany. I have been class representative, head representative of the school (primary school, +/- 400 kids) and have also been member of the council of parents-representatives of the commune (for all schools).

Main achievement in this role(s) has been to prevent the commune from closing down "our" school and get renovation work done instead.

Fields of interests to work in APEEE: canteen, relocation to the new site + "background" work

Documents for TOP 9: Amendments of the Statute

Proposal Amendment of Statutes

English courtesy Translation

VOTE

The General Assembly

DECIDES to amend the statutes as follows:

It is proposed to delete the text highlighted in yellow:

“3. ADMINISTRATIVE COUNCIL

Article 12

1. The Association is managed by an Administrative Council composed of at least of 2 Administrators from each linguistic section plus a minimum 3 and a maximum 21 Administrators elected from the members by the General Assembly for a two-year mandate.

2. Elections are held each year, to choose alternatively half (or half plus 1 if the number is odd), then the other half of the Administrators, for a two-year mandate.

3. Preferably, each linguistic section open at the School is represented in the Administrative Council by at least two administrators. Administrators are elected directly by the General Assembly from the adherent or full members according to the following methods:

- a. the candidates obtaining the most votes are elected, provided that at least two administrators of each linguistic section open at the School are included among the administrators;
- b. if not, priority is given to the candidate of a linguistic section not fully represented receiving most votes among the candidates of this section.

4. In addition to the expiry of the mandate after two years the mandate of an Administrator may cease by:

- a. the revocation by the General Assembly, ruling by a majority of two thirds of the present
- b. or represented full members;
- c. the resignation of the Administrator;
- d. ceasing to have a pupil at the school;
- e. the absence at the meetings: the Administrator, who, without acceptable justification to the Administrative Council, has not participated at a minimum of five meetings of the Board of Directors during the school year, will be regarded as having resigned;

f. failure to pay the annual membership within the prescribed time limit.

4. The vacancies which occur during a mandate can be filled for the remaining term of office in accordance with the following methods:

a. The places of the Administrators elected according to the procedure of paragraph 2 (a) are filled, for primary or secondary, depending on the case, by Administrators designated by the full members of the linguistic section in question. The place of the Administrator representing the nursery school will be filled by an Administrator designated by the full members representing the nursery school.

b. The places of the Administrators elected according to the procedure of paragraph 2 (b) will be filled at the following General Assembly. “

Explanatory statement

The proposed amendment to article 12 seeks to remedy a mistake in the statutes that consists of a reference to an article that does not exist in our statutes. According to Association's lawyer, this amendment can be adopted without the presence of a lawyer. However, the obligatory quorum of two thirds of the effective members taking part in the vote has to be fulfilled.

Paragraphe 5 of article 12 Statuts of the parents' association contains an editorial error. It refers to voting modalities a) and b) in paragraphe 2 that are not subject to this article. Article 2 recognises only one single modality: the election of an administrator by the General Assembly. It is not foreseen that an administrator is nominated by the language section. Hence, the replacement by an administrator whose mandate ends before its expiration is only done by the following General Assembly.

In order to prevent any confusion it is necessary to delete the text that is relating to modalities 2 a) and b).

The source of the error is the fact that the constitutional General Assembly has chosen between two options of article 12.2. Paragraph 5 relates to the version which was not approved.