



Board Meeting/Réunion du Conseil d'Administration
Brussels Thursday 3rd February 2011 / Jeudi 3 février 2011

CSM1, rue Père de Deken 23, 1040 Bruxelles : 12.30-14.00

MINUTES

Present: Schulze Erika, Wischermann Ralph, Sindelar Martina, Paulus Monika, Salmon Joëlle, Cenini Antonio, Sabatini Roberto, De Lorenzo Antonino, Mangold - Lecocq Isabelle, Plumhoff Holger, De Waard Wouter, Nickels Horst.

Absent: O'Donoghue Aingeal, O'Byrne Aedín, Streul Carola, Henriques de Granada Marc, Beltrame Francesca, Lebel Serge, Popa Adela Raluca, Sergio Giovanni.

Ms Schulze chaired the Board meeting at 12:43 pm and informed the board that Mr Fabbri had resigned as administrator (e-mail dated 2/02/2011).

The following proxies were sent for the meeting:

- 1 Mr Lebel Serge gave a proxy to Ms Schulze.
- 2 Mr Wischermann, gave a proxy to Ms Schulze as he had to leave the meeting early.
- 3 Ms Lecocq gave her proxy to Ms Salmon in case of late arrival

Point 1 Adoption of the agenda dated 3/02/2011

The IT item was added to the agenda.

The agenda was adopted as amended.



At 12:45 pm Mr Plumhoff and Mr De Waard entered and Mr Cenini joined the Board meeting five minutes later.

Point 2 Adoption of Minutes of 27 January 2011.

The Minutes were adopted with Ms Salmon's remark. During the Board meeting, dated 27th January, she was appointed Vice –President for Administrative Affairs.

She wondered also if the numbering system of the decisions would be taken into account.

The Board agreed to Ms Salmon's proposal to discuss points 4-5 before point 3.

Point 4-5

- New extra-curricular activities manager.
- New assistant for the transport office

The discussion focused on the recruitment of the transport assistant and the extra-curricular activities manager. The selection committee for the post of transport assistant was composed of Mr Cenini, Ms Cleanis, Ms Salmon and Ms Paulus as observer. They received 36 curriculum vitae for this post. The candidate proposed by the selection committee for the post was chosen for her excellent language skills and for her IT ability and use of Access. A second candidate is proposed in case the first one didn't accept.

With regard to the recruitment of the extra-curricular activities manager, 41 curriculum vitae were received. The selection committee was composed of Ms Mangold-Lecocq, Ms Salmon and Mr Plumhoff. The candidate proposed was chosen for knowledge of ACCESS and her experience in people management. A second candidate was also proposed in case of refusal. The minutes of the two selection processes were signed by the Selection Committee members are available in the office.

The decision to recruit the transport assistant and the manager for extra-curricular activities was APPROVED with unanimity as proposed by the selection committees.

Point 3 Assignment of the other positions of the Bureau and the Board.

Ms Schulze sent the board the description of the tasks of the President and a list of the functions of the Board members in order to facilitate the appointment.

It was agreed that:

Mr Wischermann Ralph is the new Secretary.

Mr Henriques de Granada Marc is the Treasurer.

Mr Plumhoff Holger is responsible for extra-curricular activities.

Ms Paulus Monika is responsible for Transport and she will join the Follow-up group to Laeken.

Ms Schulze joins the Transport Committee.



Ms Mangold Lecocq and Ms Sindelar were interested in pedagogical issues but not for the position of Vice President for pedagogical affairs.

Mr Nickels Horst expressed his preference for the canteen but had to evaluate the engagement requested.

Mr De Waard wanted to have a secondary role, supporting canteen and Somerfest event. Mr Plumhoff proposed that every member be involved in this event due the great work of organization.

After these appointments Mr Cenini underlined the problem of updating the list of the administrators of the APEEE. In fact, with regard to the publication in the "Moniteur Belge", the list of administrators, new appointments and resignations, had not been registered.

At 1:20 pm Mr De Lorenzo entered and informed the board about his position to help the transport committee and his interests for CEA matters.

Another urgent issue, he added had to be solved as soon as possible: the appointment of the new President, essential for the functioning and the existence of the Association.

The discussion focused on the complexity of President's tasks. Mr De Lorenzo suggested the possibility of reducing the tasks of the President distributing them to the other board members. After these discussions, it emerged that the President's post was still vacant.

At 1:45 pm Mr Wischermann and a couple of minutes later , Mr Sabatini left.

Point 6 Creation of a selection committee for the new director.

Postponed

Point 7 CA meeting of 3rd February 2011.

Ms Schulze informed the board that the Commission did not want to support the Parents Association's request for a transport subsidy due to the budget restrictions. The Parents Association request for a transport subsidy was included in the budget of the school and needs to be approved by the Board of Governors.

The Board meeting ended at 2.10 pm.