



**Board Meeting/Reunion du Conseil d'Administration
Brussels Thursday 6 November 2008
SPA 3 1/1
12.30-14.00 (CET)**

MINUTES

1 – Proposals of additions to and subtractions from the agenda.

The following point is added: proposal to postpone to December 31, 2008 the term to pay the membership annual fee.

2 – Adoption of last meeting's minutes.

The President proposes to re-edit the par. 8 point d:

“the Board authorises Mrs Carola Streul to participate in the meeting Interparents that will take place at Mol tomorrow.”

Into:

“the Board accepts the offer of Mrs Carola Streul who volunteered to represent the APEEE BRU IV in the meeting Interparents that will take place at Mol tomorrow.”

APPROVED

4 – Clarification on the contract of the transport Manager.

The President refers that the Transport Manager has accepted a contract of 30 hours per week (6h per day). This contract is approved and it is agreed that all the working time is allocated to Transport

3 – Approval of the programme of extracurricular activities.

The President expresses his opinion that although the inscription forms may be sent and received back by e-mail, it would be more suitable if the parents expressed their full acceptance of the Rules by signing a paper copy.

It is agreed that the inscription forms will be managed by e mail but before starting the courses the parents will have to return to APEEE a signed copy of the Regulation, renamed "information document ". Some changes are made to the draft document in order to make clear to parents that it is compulsory to pick up children on time after the extracurricular activities because no garderie/after school care whatsoever is organised.

The document on Extracurricular Activities 2008-09 is APPROVED with amendments as attached . Mrs Streul shall amend the registration form, the schedule and the budget accordingly .



Mrs Streul informs the Board that concerning the indicative remuneration of monitors, they are like in the other European Schools, for this year's activities the volunteers will be receive a flat refund of 24 Eur per day , the services of Tuttifrutti cost 40 Eur per hour. The volunteers will be asked to sign a declaration where they accept full responsibility before the Tax Office as APEEE is not entitled to know if they exceed the maximum of flat refund allowed by law.

6 - At this point is taken the decision (point 6) to extend to the December 31st 2008 the time limit for the classreps to pay the fee in order to enjoy full membership rights

The President leaves the meeting due to work commitments.

Vice President Mr Cenini takes the chair.

Mr Torre informs that concerning the funds in the School's budget foreseen for extracurricular activities there is a provision of 3964 EUR to be used within 2008, other 3500 will be available from January 2009.

The Treasurer also proposes that it should be made clear to monitors/organisations that if any material needs to be purchased for the

Activities, it has to be requested directly to the School.

Mr Zunker leaves the meeting due to work commitments.

Concerning the draft budget presented by Mrs Streul a correction is made at line 5, the 1100 EUR stay for Administrative costs as a whole, no mention of a computer is to be made.

As far as the recruitment of 1 unit of external personnel is concerned this action is postponed to the last week of November when enrolment and budget figures will be clear. Mrs. Streul confirms that the EC working group can cope until then.

Mrs Streul expresses the opinion that the extracurricular activity budget should contribute to the transport budget as long as extracurricular activities cause extra burden on transport service. With the remarks above and under the condition that the figures concerning inscriptions and budget will be appropriate to provide a positive results for the activities the Board APPROVES the Plan for Extracurricular Activities 2008-09 (7 IN FAVOUR IT ABSTAINED)

5 – Next meeting date proposal 13 November, SPA 3 1/1

The date is reserved, but a meeting will only be convened if necessary