



Board Meeting/ Réunion du Conseil d'Administration

Brussels Thursday 10 th September 2009 / Jeudi 10 septembre 2009

SPA 3 1/1- 12.30-14.00

MINUTES

PRESENTS: Mrs Schulze Erika, Mrs Paulus Monika, Mr Bouter Arjen, Mr Cenini Antonio, Mrs Salmon Joëlle.

ABSENTS (with apologies): Mrs Aedin O'Byrne, Mr. Frenzel Thomas, Mrs Popa Adela Raluca, Mr Zunker Hugo, Mr Nemitz Paul.

OBSERVERS :Ms Bagieu Anne-Marie, Ms Mahrenholz Katrin, Ms Schipsi Laura, Ms Streul Carola.

Ms Schulze chairs the meeting at 12.45 am and welcome to Mrs Bagieu coming as observer.

1. Adoption of the agenda

The following point is added:

Adoption of Minutes dated 9th July 2009 (Réunion du Conseil d'Administration – 9 juillet 2009 SPA 3 1/1 – 1400)

ADOPTED

2. For decision: Adoption of the PV of 3 September 2009 (all)

ADOPTED

3. For decision: Hosting the meeting of Interparents of 5/6 October 2009. (Raluca)

In the meantime, the school refused due to the lack of rooms available even though Carola Streul was willing to do the necessary organization.

The Board agrees, therefore, to host the meeting after Berkendael 66 will be ready.

4. For decision: Budget of Periscolaire Activities during the school year 2009/2010 (Carola, Laura)

At 13 00 Ms Schipsi and Ms Streul present the budget of Periscolaire Activities during the school year 2009-2010. The discussion is concentrated on "Périscolaire BXL 4 2009/2010 Budget provisoire" document.

The main issues to be discussed are the costs for material. The following issues were clarified:

- "Frais du personnel externe" - monitors' salaries. Ms Streul will add later that some monitors are more expensive than others due to the market offer and the contracts.
- "Frais du personnel interne" = the salary of the manager for extracurricular activities (Laura).
- "Frais Financier" = Bank costs
- "Assurance" = insurances for volunteers.

Erika Schulze suggests spreading the costs for the material over several years. Besides, the Board underlines that it's important to know the school budget and to evaluate the probability that all courses will be booked out. Ms Schipsi explains that if a minimum of 8 participants is not reached the activity will be cancelled as indicated on the information document.

Furthermore, the activities were discussed. Mr Bouter asks if it's possible to propose theater in English, Ms Paulus informs about the prizes for football, they seem terribly high for a game with a ball.

At 13.15 Mr Cenini enters.

Ms Schulze and Mr Bouter agree with the project but underline that it's important to give a clear explanation of the costs.

With reference to the bus on Wednesdays, Ms Paulus explains that for pupils attending extra curricula activities, there will be a bus after the activities going solely to the after-school care centers (garderie). This bus will have to be added to the costs of the extracurricular activities. The bus costs for Fridays, however, will be divided between transport and extracurricular activities. After a short discussion on how the costs for the busses should be recovered in the most justified manner, it is agreed that the Wednesday bus and some costs of the Friday busses will be added to the extra curricular budget.

The Budget is approved with these adaptations and with a view to include the amortizations and the costs for the bus on Friday.

5. For decision: Invitation to meeting on APEEE on 17 September 2009 at 21.00 o'clock accompanied by an explanation about the role and tasks of class representatives (Erika, Joëlle)

With reference to the election of class representatives, Ms Salmon affirms that teachers have to be informed in advance. Ms Streul suggests that a member of APEEE could go in every class to explain the rules. Mrs Mahrenholz suggests writing a short letter in EN/FR as well as to teachers and to present class reps asking for their assistance for the elections. Besides, she offers to help. The President asks Ms Pamio to prepare an empty table where class representatives will be able to fill in their e-mail addresses and telephone numbers. Besides, another empty table should be available to collect the addresses and telephone numbers of all parents.

At 1345 Ms Streul leaves.

6. For decision: Working groups of the CA: what, when, who, how. (all)

Please make suggestions as there are parents who would like to get involved in APEEE issues and they need to be directed to where their contribution is needed (for example: transport committee ? canteen committee? Periscolaire committee? Educational committee?)

POSTPONED

7. For decision: The CA should decide on the information paper on the role and tasks of class representatives as well as on the time schedule for the information evening on 17 September 2009. (Erika, Joëlle)

APPROVED

8. For information and discussion: Preparation of the CA of EE Bx14 on 15 September 2009 (Erika, Joëlle)

Ms Schulze and Ms Salmon inform the Board that they will participate in the meeting.

9. Kitchen equipment (Thomas)

For decision: Request for inclusion of in total 50.000 Euros in the budgets of 2009 and 2010 of the school for kitchen equipment

For information and discussion: Letter addressed to the CA on the situation concerning the kitchen equipment.

The budget requested to be included into the school budget for the kitchen is approved as well as the letter accompanying the request. The school is responsible for the kitchen equipment while the Régie des bâtiments has to pay for all equipment that is fixed to the walls.

10. For discussion (if applicable also for decision): use of the Homepage for urgent information (Aedin)

POSTPONED

At 1355 Ms Mahrenholz and Ms Bagieu leave.

At 14.00 Ms Schipsi and Ms Pamio leave.

11. "Huis clos" concerning the APEEE staff.

12. Any other business

13. Next meeting: Thursday 24 September 2009.