

Association des parents d'élèves de l'école européenne de Bruxelles IV AISBL

Parents Association of the European School, Brussels IV Aisbl
Elternvereinigung der Europäischen Schule Brüssel IV Aisbl
Associazione dei genitori della Scuola Europea di Bruxelles IV Aisbl
Oudervereniging van de Europese School Brussel IV Aisbl
Асоциация на родителите на учениците от Европейско училище Брюксел IV AISBL
Asociația de părinți elevilor de la Școala Europeană de Bruxelles IV AISBL



Admin Board Meeting/Réunion du Conseil d'Administration

Brussels Tuesday, 11 February 2014

European Economic and Social Committee building, 99 rue Belliard, 1040 Brussels, room JDE 2210 (2nd floor), from 12:30-14:30

Present: Salima Atiaoui, Kristin Dijkstra, Christian Drantmann, Iseult Lennon Hudson, Horst Nickels, Jane Okafor, Eric Piettre, Alessandro Roggi, Joëlle Salmon, Josephine Usher, Natalia Vandenberghe, Benoît Vandergeeten, Ralph Wischermann

Proxies: Iseult Lennon Hudson (to Kristin for part of the meeting).

Excused: Sarah Conyers Barber (Proxy to Josie) , Carla Sabeva, Tobias Stricker, Cristina Vanberghen, Rachid Ahajjam, Marc Henriques, Martina Sindelar (proxy to Josie), Patrick Ten Brink.

Some Board members only attended part of the meeting. The sequence of points minuted is not necessarily as discussed.

Joëlle Salmon chaired the meeting.

Minutes

1 Adoption of draft agenda

Adopted

2 Approval of Minutes of 28.01.2014. The minutes are adopted without modification.

3 Announcement that Sarah Conyers Barber has been elected President of Interparents

Sarah sent a message through Iseult, in which she emphasised the challenges facing the European Schools. The 14 schools need to start working together, especially with regards to Secondary Reform and Cost-Sharing.

4 Election of APEEE Bru IV Bureau

Decision 2014-02-11_1 : The CA unanimously elected the following functions:

- **Joëlle Salmon, President**

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APEEE BRU IV AISBL, drève Sainte-Anne, 86, B- 1020 Bruxelles

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Comptes bancaires	Général, cotisations	132-5315455-90	Banque Delta Lloyd
	Transport scolaire	132-5315447-82	
	Service cantine	132-5315452-87	
	Activités périscolaire	132-5315454-89	

- **Josephine Usher**, VP Administrative Affairs
- **Iseult Lennon Hudson**, VP Pedagogical Affairs
- **Jane Okafor**, VP Communications
- **Kristin Dijkstra**, Secretary (back-up **Salima Atiaoui**)
- **Alessandro Roggi**, Webmaster (**Nigel Freake** will be asked as back-up)
- **Marc Henriques**, Treasurer (back-up **Natalia Vandenberghe**)

5 **Summary of discussion points during the election**

A recurring theme throughout the meeting was the importance of working as a team and for each bureau member to be supported by a group of board members. Also emphasized was the overlap between various WGs, and the necessity for the APEEEs of the four Brussels ES to work together.

6 **Discussion and attribution of Working Groups**

- **Webmaster/Communications**
 - Proposal of the possibility of setting up a small team, perhaps including parents who are not on the board. For further discussion at Saturday's meeting.
 - Discussion of the need to streamline communication (e.g. excessive email streams).
 - Content of website to be approved by VP Communications and APEEE President.
 - Emphasis of importance of website for staff and their ability to upload info (e.g. snow plan for transport).
 - Mention of a communications brainstorming document from last year, which will be passed on to the new VP.
- **Transport**
 - **Ralph Wischermann** remains responsible for the transport.
- **Canteen**
 - Discussion of the role of IT, logistics and growth for future years. New solutions will need to be found for our growing student body with limited space. Necessity of striking a balance between using existing infrastructure and incurring costs (e.g. Maternelle children eating in another room).
 - Discussion of possibility of setting up a cafeteria, which other EEs have. Currently the school does not have the budget.
 - The new team leader is necessary for the Canteen WG but this can be decided at a later date. Of the present board members, the WG consists of **Salima Atiaoui, Horst Nickels, Joëlle Salmon and Tobias Stricker**. An email will be sent to those board members not present to ask who would be interested in joining or leading this WG.
- **Periscolaire**
 - Will need to find a new team leader for this WG, as Josephine Usher is now taking on the post of VP Administrative Affairs. Proposal made to send an email to parents on the board not present.
- **Working groups:**

- **Cristina Vanberghen** and **Tobias Stricker** both proposed by e-mail to lead the working group Health & Security. **Christian Drantmann** and **Joëlle** will continue working in the group but not as lead.
 - Communication to be sent out to all parents in order to repopulate the Working Groups.
 - Suggestion for the creation of a Google Doc in which people can sign up for various groups.
 - **Martina Sindelar** remains coordinator of various Working Groups such as for "sex education", "behaviour (N/P)" and "anti-bullying (S)". School agreed on parents' representatives in the corresponding school WG.
- **Community Fund**
 - **Josephine Usher** will lead this group, supported by **Benoit Vandergeeten** and **Jane Okafor**.

Emphasis on the importance of fund-raising for supporting parents within the school, both for pedagogical projects and for a solidarity fund. We need to define a streamlined process for fund-raising and a system for deciding how money is spent.

Distinction between the money raised through services and a community fund. The services are managed based on separated budgets without any transfer between budgets. This principle must be communicated to the parents as it will apply to solidarity fund as well.

Example given of other European Schools earmarking €5 from each €50 APEEE subscription fee for their "Social Fund".

Discussion of Somerfesto: until now, Somerfesto did not fall under the management of the APEEE and had to use a parent's private bank account for reasons of flexibility in payments and absence of rules and budget provisions but that will now be changed if/and when rules are established based on the above principles. The Somerfesto committee currently decides what happens with Somerfesto money, but Somerfesto should now be integrated into the APEEE. Joëlle reminds that so far APEEE has no feed-back from the use of money raised in 2013 and has not yet received the surplus.

7 **Central Enrolment Authority meeting**

Very important meetings coming up (17.03.2014 and, 24.03.2014). Joëlle will participate except if someone wants to take the responsibility of this file. Decision postponed to Saturday.

8 **Vote on request for funds from Alumni Europa**

It was a surprise to the board that the representative from Alumni Europa used the AGM as an opportunity to solicit funds from the Bru IV APEEE. As Laeken currently does not have students who can benefit from this association, and because more information is needed about what they can offer, it was decided not to fund Alumni Europa this year. The organization will be invited to present itself to the board at a later date, and may be given the opportunity to have a stand at Somerfesto in order to solicit individual memberships.

9 **Review of points for Saturday**

- Prepare N/P SEC
- Discuss how to streamline communications, including calendar, meetings, members of committees, website.
- Call to parents to introduce the new board and a new elan. Invite them to join the following WGs:
 - Pedagogical
 - Periscolaire
 - Canteen
 - Behaviour
 - Health & Safety
- Define how to involve non-board members in WGs (Webmaster, Health & Safety).