

**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 ai elevilor de la Școala Europeană Bruxelles IV AISBL



**Admin Board Meeting/Réunion du Conseil d'Administration  
Brussels Tuesday, 17<sup>th</sup> November 2015  
EEEBIV, School's canteen 20.00-22.00**

**Present:** Sarah Conyers Barber, Catherine Daguet-Babich, Christian Drantmann, Nora Karpati, Tobias Stricker,

**Excused:** Michela Beati, Kristin Dijkstra, Marc Henriques de Granada, Martina Sindelar, Patrick Ten Brink, Josephine Usher

**Absent:** Bogdan Ambrozie

**Proxies :** Michela Beati and Marc Henriques de Granada to Nóra Kárpáti, Kristin Dijkstra and Josephine Usher to Catherine Daguet, Patrick Ten Brink to Sarah Conyers Barber.

**Minutes 17.11.2015**

The President chairs the meeting.

**1 Adoption of the agenda 17.11.2015**

The agenda is adopted.

**2 Activity Reports**

The President sent to members the draft agenda and the convocation.

Each members is requested to present him/herself shortly with key issues working on during the last year and the coming year (+/-5 minutes each). CA members should not repeat the whole rapport which will be sent to all Classreps before the meeting anyway only key issues and current files.

Interpretation from French/English/German into French/English will be available during GA meeting.

State of play of the activity report:

<b>File</b>	<b>File manager</b>	<b>EN</b>	<b>FR</b>	<b>Comments</b>
Election	Ms Catherine Daguet	missing	missing	Ms Martina Sindelar and Mr Patrick Ten Brink decided not to continue as CA members after the GA. Ms Kristin Dijkstra and Mr Tobias Sticker should candidate again.
Background	Ms Catherine Daguet	missing	missing	Figures received from Laure Nossent
Pedagogical files Section representatives	Ms Kristin Dijkstra	OK	missing	
Working Groups	Ms Martina Sindelar	missing	missing	
Interparents	Ms Sarah Conyers Barber	missing	missing	
Central Enrolment Authority	Mr Patrick Ten Brink	OK	missing	
Group de suivi	Mr Patrick Ten Brink	OK	missing	
Communication	Ms Josephine Usher	OK	missing	
Working Group on Health and Safety	Mr Christian Drantmann	missing	missing	
Community Funds	Ms Josephine Usher	OK	OK	
Services / APEEE Staff, Administration	Ms Michela Beati	missing	missing	
Services/Transport	Mr Bogdan Ambrozie	OK	missing	
Services/Canteen including tartinistes and cafeteria	Mr Tobias Sticker	OK	missing	Budget proposal for Cafeteria should be send to Mr Marc Henriques de Granada on 18.11.2015
Services/Extra-curricular activities	Ms Nora Karpati	OK	OK	Proofreading needed

Somerfest	Ms Josephine Usher	OK	missing	
CDB	Ms Catherine Daguet	missing	missing	
Working Group on SEN	Mrs Françoise Bodenez	Missing	missing	
Budget 1014-2015 / Audit / Report / Budget 2015-2016 + annex	Mr Marc Henriques de Granada	Final Missing	Final Missing	Should be completed with Cafeteria
Resolutions submitted by parents + annex	1 Salmon 1 Vandenberghe 2 Pala Borri			Validity to be check

**Action:** All reports should be sent to Board members and Office till Thursday 19.11.2015 12.00 latest. Translation should be provided as well to the Secretariat of the Office by the relevant file manager till Friday 20.11.2015 12.00 latest.

Cafeteria project should be included to the draft budget. It should be a new budget line. GA should decide if it will belong under canteen or under general expenditures.

**Action:** Canteen Committee should send to the Treasurer a proposal on Cafeteria. He should then launch a written procedure till 18.11.2015, 23.59 latest in order to approve draft budget for 2016-2017. The written procedure will be closed on Saturday 21.11.2015, 23.59 latest in order to be translated on Sunday. If it is not possible an extraordinary CA meeting should be held on Friday 20.11.2015 afternoon.

**Action:** Mail will be sent by President on 18/11/2015 to the board members summarizing the actions to be taken before the approval of the minutes of this meeting.

### 3 Analyse of submitted resolutions

Some issues could be addressed to APEEE directly and should not be addressed to GA as a resolution. It could be explained by the fact that APEEE role is still not clear to all parents. CA received and validated the following motion requests:

- All resolutions and points proposed by Ms Joëlle Salmon are supported (by original signatures) by more than 10 full members (class reps who have paid the APEEE membership fee).
- The resolution proposed by Ms Natalia Vandenberghe is supported by (Email confirmations and list of names) by more than 20 adherent members (parents).
- The resolution proposed by Ms Sylvia PALA BORRI to establish a clear procedure in case of accident during the extra-curricular activities is supported by more than 20 adherent members (parents) by original signatures.
- The resolution proposed by Ms Sylvia PALA BORRI to reinforce the safety of our children during the extra-curricular activities is supported by more than 20 adherent members (parents) by original signatures (parents).

As the two motions presented by Ms PALA BORRI concerned mainly security issues which could be expended to other services, Mr Christian Dartman will contact the Ms Sylvia PALA BORRI to per phone and per Email in

order to reassure her that APEEE will take action on security matters and provide information on insurance if possible till GA.

#### **4 Agenda of the GA**

An extraordinary GA meeting should be organized on the revision of our Statute. This point should be added to GA agenda for vote.

#### **5 Translations**

Each Board members should provide translation for the report s/he responsible for.

#### **6. AOB**

The Board approved Mr. Patrick Ten Brink's proposal to include Red Cross training course for staff in the budget.

The president thanks all members who attended this meeting.

**The board meeting ends at 22:00 pm.**