



Conseil d'Administration

Draft Summary of Decisions

**of the meeting of 18 September 2007
12h30 - 15h00**

Chair: Streul Carola
Full Members present: Laurent-Eker Nathalie, Pino Maurits, Torre Ivan,
Gaudina Camilla, Grotz Eva, O'Byrne Aedin
Guests: Mahrenholz Katrin, Ricci Guido, Serrano Marisa

1. Approval of the draft agenda

Adopted

2. Approval of the summary of decisions of meetings of 6 and 11 September 2007

The minutes of the meeting of 11 September were adopted following the modifications requested by Eva Grotz (leave the function of the coordinator of the WG on Health and Security vacant). The minutes of 6 September were not yet available.

3. Communications

The letter header will carry the name of the association in the languages of the 5 language sections. MP will finalise the templates.
MP and AO will ask for a meeting with JPS to take over the web site. They will check whether the url could be modified into .eu.

The administration email address of the association should be published. The 2 others for canteen and for transport remain for internal use and exchange with Ixelles and Woluwe which remain in charge with the tasks.

CS reports from a meeting on 18 September with Christiane Bardoux and Marie Soder Higgins from DG Admin. Information was exchanged as concerns the hygiene and security matters of nursery, communication between school, teachers, APEEE, lack of equipment of the APEEE office and concerning the kitchen. CB was very supportive as concerns the project to ask for a kitchen with production sur place instead of the cold link. The arguments that rue Berkendael would only serve for a

short period would have lost meaning, since the Belgian government had informally transferred information on delayed construction of Laeken for at least one year. All decisions concerning the quality of the building which had been accepted because of the temporary character should be revisited.

1) Other Pending projects

| subject | situation | Next steps | status | Person in charge |
|---------------|--|---|---------------------------------|--|
| Kitchen | Report on technical standards and hygiene established; Conclusion: at present some legal standards are not fulfilled. Creation of a kitchen complying with all standards is possible | Plan on necessary installation to achieve kitchen complying with legal standards and cost forecast | In progress | DV, CS |
| | Noise in kitchen | Inquiry on necessary installations to lower noise level | Not started | ? |
| Transport | 60 inscriptions in total; new inscriptions need to be incorporated; Meeting with AM, NLE, GR, IC, MP and bus company on 12 september | Adaptation of the existing lines and publication on web site | In progress (done by the 20/09) | GR, NLE, MP, team of Ixelles |
| | | Revision of the lines in October | In preparation | GR, NLE, MP, team of Ixelles |
| | | New line covering Uccle considered, but demand too low. All parents living in the area will be addressed directly if interested in a bus line | In progress | GR, NLE, MP, team of Ixelles |
| Perisco laire | Questionnaires are collected, Uccle and IS ready to help set up a schedule | Replies on questionnaires to evaluate | In progress | EG, remarks: administrative support needed but not available |

| | | | | |
|-------------|---|---------------------------------------|---|---------|
| Association | Insurances for responsabilité civile for administrators and for staff | Appointment with insurance company | In progress | NLE, CS |
| | Election of class delegates | Fix date with school | In progress (9 Oct) | CS |
| | Information evening for parents on the services | Fix date with school and all involved | In progress (Should be same date as election) | CS |

2) Co-optation

Guido Ricci and Kathrin Mahrenholz are co-opted to the board of administrators by unanimous vote.

3) Next meeting

Will be circulated.

End 14.45

Brussels,
21/09/07