



**Board Meeting/Réunion du Conseil d'Administration**  
**Brussels Thursday 19 February 2009**  
**SPA 3 1/1**  
**12.30-14.00 (CET)**

<b>MINUTES</b>
----------------

1 – Proposals of additions to and subtractions from the agenda.  
Added point: acknowledgement of resignations and modification of the organigramme.  
Point 3 is postponed to next meeting and is changed into "Full time transport manager".

2 – Adoption of last meeting's minutes.  
APPROVED

3 – Approval of the new Transport Rules.  
The document concerning the new Transport Rules is being finalised by the Transport Committee and will be presented for approval at the next Board Meeting. This point becomes "Full time transport manager".  
Members of the Transport Committee express their concern about the present situation with the transport manager. In their opinion the present situation is not optimal because the transport manager should be a full time position as this person, dealing with all the various aspects of Transport, is needed in all the time slots of the working days. Unfortunately the present transport manager has repeatedly confirmed his non availability for a full time contract. Another issue is that the transport manager should be able to speak English. To this purpose the possibility that he takes an English course on site should be considered.

The Treasurer observes that from the budget point of view there is no problem because this position is covered by the subsidy of the Board of Governors, nevertheless he invites the Transport Committee to make the appropriate considerations to be sure that a full time person is really needed and whether it is prudent to recruit a new person to train from zero rather than checking if it is possible that some of the tasks/ time slots are covered by the other employees.

DECISION: the Transport Committee will provide a schedule showing what is really needed during the various slots of the day so that a decision on this



issue can be taken.

#### 4 – Follow up Education Council 12.02.09.

Concerning the modalities great concern is expressed by everybody about the lack of respect of basic rules such as the impossibility to ask for modifications to the minutes and the (mis)use of the Education Council as tool to accuse the Parents' Association. The President also remarks the uselessness of the Rules of the Education Council which are 80% a repetition of the General Rules of the European Schools.

Concerning the accusations received by the school about the quality of menus at canteen, the Canteen Committee confirms that given the limited budget and personnel it is impossible for APEEE to deal with special menus taking into accounts allergies or religious beliefs. For the same reasons, with the current financial and personnel resources, it is not possible to set up a canteen for

teachers. Nevertheless APEEE is willing to strengthen communication with the school about canteen issues by setting up a working group, provided this has a consultative power and the parents appointed in this group are the same already working in the APEEE's Canteen Committee.

With regard to working groups, Mrs Russo informs the members that during the Education Council the Headmistress has asked APEEE to write a draft document of the rules of the working groups.

During the Education Council the School informed the parents that a Behaviour Group has been set up to work on issues of discipline and that the presence of parents would be welcome. The Board gives mandate to Ms Cristina Soriani (parent of the English section) to join this group.

Mrs Russo informs the Board that the headmistress has requested APEEE to propose a date and a draft programme for the Summer Fête. It is agreed to propose June 20<sup>th</sup> in first instance or June 13<sup>th</sup>, a draft programme will be prepared by the working group on pedagogy after consultation with parents representatives.

#### 5 – Recruitment of a canteen manager.

The Treasurer says that the recruitment of an external manager should be considered only after consultation with internal resources. It is then agreed that in the first instance it will be asked to the chef if he is interested in becoming the canteen manager (leaving aside part of his job as chef), then it will be asked to Ms Pamio and Ms Schipsi.

The President informs that the Commune of Forest has communicated to APEEE that there is the possibility to recruit an AOL (art. 60), according to this scheme the Commune would pay almost everything while APEEE should only



add 500 Euros per month for 2 years.

Mrs Trarieux informs the Board that the chef has asked for next school year an integration of personnel of 3 units: one 'comis de cuisine', one "chef de partie" one "aide de cuisine".

6 – Extra curricular activities: holiday stage and open day.

Mrs Salmon informs the Board that the EC activities committee would like to prepare a draft programme for a stage during the May holiday to submit to the school. The Board gives her mandate to prepare it.

Then she says that the Committee had thought of organising an open day at the end of the school year where pupils could present the works done during the EC hours, this open day may coincide with the Summer Fête.

7 – Next meeting proposal 05.03.09

APPROVED

8 – Other

The Board acknowledges the resignation of Mrs Wikstedt Gaudina and appoints Mr Hugo Zunker as new Vice President for Information and Communication while Mrs O' Byrne will stay as Webmaster.