

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, 21st June 2016

Location: CCAB, rue Froissart 36, 1040 Bruxelles, room: AB/1C, 12:55-14:40

Present: Françoise Bodenez, Catherine Daguet-Babich, Kristin Dijkstra, Christian Drantmann, Dorothee Farwerck Lefort, Ulrike Gemmer, Catherine Hennessy, Gareth Dafydd Lewis, Victoria Petrova, Stefana Puiu, Tobias Stricker, Natalia Vandenberghe.

Excused: Michela Beati, Sarah Conyers Barber, Evangelia Fidanidis, Nóra Edit Kárpáti, Iseult Lennon Hudson.

Absent: Graziella Rizza, Sven Roehr, Josephine Usher.

Proxies: Michela Beati and Nóra Edit Kárpáti to Catherine Daguet-Babich, Sarah Conyers Barber to Christian Drantmann, Catherine Daguet-Babich to Victoria Petrova, Iseult Lennon Hudson to Kristin Dijkstra.

Guest: Stephan Fumière, canteen manager, Manuela Pamio, secretariat of APEEE, Eric Piettre, the Director of the APEEE of Brussels IV.

Minutes 21.06.2016

Ms Petrova chairs the meeting.

1. Approval of Minutes

With reference to the Minutes of 24.05.2016, it is agreed that these Minutes are adopted adding a codicil concerning the item 7, Financial point, to be clarified by an exchange e-mail between the Treasurer and the Director of the APEEE.

The adoption of Minutes of 9.06.2016 is postponed to the next Board meeting.

2. Approval of the agenda 21.06.2016

Two items are added to the agenda:

- Resignation of Mme Evangelia Fidanidis from the APEEE Board on 19.06.2016.
- Various for information.

The agenda is adopted as amended. One board member announces that will move abroad with family and asks if a formal resignation from the Board is needed.

It is clarified that according to the Statutes of the APEEE of Brussels IV, article 4.1: "if a parent no longer has a child at the school this automatically means loss of membership or full membership of the Association and termination of possible elective functions".

Ms Puiu enters at 1:05 pm.

3. Budget for CA.

The Treasurer clarifies that there is no vote on budget.

4. Transport Working Group proposals for Service oriented transport.

The CA responsible for transport provides an oral report about the transport working group meeting held on 20/06/2016. During this meeting, the transport working group made some technical discussions and proposed the implementation of specific measures. Ms Petrova submits to the Board the transport working group proposals for decision:

- Vote to hire a temporary staff person for the transport service from mi-August to the end of October 2016.

- 12 in favour
- 4 abstentions
- 0 against

The Board agrees to hire a temporary staff person from mi-August to the end of October 2016. The Board requests to have a job description in advance to validate the limited duration of the contract for this person.

- Explicit confirmation of date of departures of parents leaving paying institutions.

The transport Working Group is investigating if it is possible to find a solution via point.be and insert a sort of follow-up clause in the on-line registration.

One Board member points out that the European Commission has the responsibility to transmit the information to the APEEE on time because the parent association has to update the database and invoice correctly. She is in favor of drafting a letter to the HR of the European Commission to explain the problem and ask that work be accomplished correctly.

The EEBIV will provide to the APEEE of Brussels IV the list of pupils enrolled to the EEBIV, pupils' departures and new arrivals should be mentioned.

ACTION: The Director of the APEEE will contact the school direction on this topic. It is agreed that during the whole school year the EEBIV will send a weekly e-mail including student arrival and departure.

- Enrolment to 2nd departure, Merode drop-off and Garderie stops for pupils enrolled in extra-curricular activities.

Ms Hennessy leaves at 13:55 pm.

The vote is postponed to the next Board Meeting 7.07.2016.

ACTION: The transport office has to make a calculation and an evaluation of the scenery proposed that is to guarantee the transport service 2nd departure for all children enrolled in extra-curricular activities requiring this service.

- Exceptional occasional tickets for parents accompanying school trips in case of general strike or alike.

This point is discussed and no decision is taken.

- Acceptance only of Belgian GSM numbers for communication;

The aim of this proposal is to reduce the cost related to international communications for the transport service.

Vote: Acceptance only of Belgian GSM numbers for communication:

- 14 in favour
- 1 against
- 0 abstentions

The Board agrees to accept only Belgian GSM numbers for communication.

Mr Drantmann leaves at 2:00 pm.

The President introduces another item: Bus contracts. She would like to have a Board decision on allocation of markets of bus transport companies and clarify the procedure of bus contracts for 2017-2018. She requests written information from the transport office concerning the exact end of contracts.

The Board mandates the transport working group to study the procedure and if necessary to give recommendations before the end of the school year.

5. Status of the outstanding actions.

The Board agrees to launch a written procedure to approve the Minutes of the last GA meeting. Mr Lewis explains that the voting will be made via a poll on Bitrix in order to identify clearly the vote (yes/no/abstention).

ACTION: the President should provide the draft GA minutes by tonight with a closing date foreseen for Saturday at noon. The APEEE secretariat will inform all board members that a poll will be published on Bitrix.

Ms Daguet-Babich and Ms Puiu leave at 2:20 pm.

6. Discussion of DMI – systems offer.

The discussion of DMI is postponed. The canteen manager reminds that the offer of DAO for cafeteria payment system is 31.212 euro VAT excluded.

Ms Farwerck Lefort leaves at 2:25 pm. Ms Gemmer leaves at 2:30 pm.

7. Children leaving the European school system because change of school for medical reasons is not accepted by central enrolment authority.

Ms Bodenez will present this point in writing.

8. CA Meetings: reflective comments concerning how to improve the effectiveness of our meetings.

Mr Lewis points out that time schedule for the meeting has to be respected as the participants might have other engagements or commitments after the scheduled meeting conclusion time.

All participants requesting an agenda item should send their proposals a couple of days before the meeting in order to prepare and submit the agenda in a due time.

Ms Vandenberghe leaves at 2:35 pm.

9. AOB

Written procedure on objections to the implementation of the Board decision from 30/05/2016.

The Board pursues on decision on 30th May 2016 to place an order for the cafeteria for equipment and payment system before this Thursday noon, if there are any formal objections they should come in writing before Thursday noon.

The meeting ends at 2:40 pm. The two additional points included in the agenda are not taken due to the fact that the person who has supported these points was absent.

The following items are postponed to the next Board meeting scheduled on 7h July 2016:

- Discussion of DMI – systems offer
- Status report : services
- Draft organization APEEE Bruxelles IV
- Staff issues (closed door)
- Team building CA (September)