

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, 22nd November 2016

Location: CCAB, rue Froissart 36, 1040 Bruxelles, room: AB/304 12:25-14:05

Present: Michela Beati, Françoise Bodenez, Sarah Conyers Barber, Catherine Daguet-Babich, Kristin Dijkstra, Dorothee Farwerck Lefort, Catherine Hennessy, Iseult Lennon Hudson, Gareth Dafydd Lewis, Victoria Petrova, Stefana Puiu, Graziella Rizza, Sven Roehr, Tobias Stricker, Josephine Usher.

Absent: Nóra Edit Kárpáti.

Excused: Christian Drantmann.

Proxies: Bodenez Françoise to Victoria Petrova, Catherine Daguet-Babich to Michela Beati, Christian Drantmann to Kristin Dijkstra.

Guest: Manuela Pamio, secretariat of APEEE, Eric Piettre, the Director of the APEEE of Brussels IV.

Minutes 22.11.2016

Ms Usher chairs the board meeting.

1. Approval of the agenda + minutes of the last meetings.

Two items are deleted from the agenda:

- Discipline Council
- Prevention of School Bullying

The agenda is adopted as amended.

The discussion focuses on the minutes of last meetings. It is referred that some minutes have been already finalized and published on the APEEE website. With reference to the unpublished minutes, all board members are invited to send their comments. The deadline has been extended until tonight.

2. AG Preparation.

- **APEEE reports updates /send to Secretary.**

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Mr Röhr enters at 12.35 pm. Ms Hennessy enters at 12:40 pm. It is explained that the APEEE reports have to cover the financial year from 1st September 2015 until 30 August 2016. All reports updates sent to the CA Secretary will be uploaded on Bitrix platform. The convocation including the agenda will be sent to parents via class representatives. All documents related to the GA will be available at the APEEE secretariat. Ms Conyers Barber enters at 12:50.

3. Response to the motions.

Each Board member has to prepare a written reply to each motion on time. Ms Puiu enters at 12:55. Ms Bodenez enters at 12:58. It is explained that there are some motions that need pedagogical explanations and others financial answers. During the last General Assembly some motions were not voted due to lack of time. It is pointed out that these motions will be discussed and put at the vote of this GA at the promoters' request. The President has already contacted all parents who proposed these motions in order to have a confirmation. Ms Rizza enters at 1:15 pm. Ms Daguet-Babich leaves at 1:25 pm.

The Treasurer points out that the school is growing and the parents' association should have a prudent approach. It is a best practice to allocate fixed amounts every year to a fund in order to cover future costs (20k EUR proposed) in case of unforeseen events.

The discussion focuses on allocation of results 2015-2016.

Action: The document must be finalized. Each board member concerned will send a general statement in order to complete the justification of re-distribution of funds.

- **Plan duties up to CA.**

Some board members have to finalize their reports and send them to the secretary. An electronic voting system will be used at this GA. Ms Beati and Ms Puiu will submit to the Board the offer related.

3. Communication officer. Formal vote on job description.

The Board approves unanimously the communication officer job description as submitted.

The meeting ends at 2.05 pm. Next meeting date: Tuesday 29th November 2016 from 12.30 to 2.30 pm.