



## Brussels IV Advisory Board

### Minutes of meeting #4 held on 26 April 2007

Those presents : Michael Stenger, Jean-Paul Soyer, Erwin Van Dijk, Philippe Navarre, André Meyer, Jean-Marie Cauwelier, Jean-Luc Langrand, Daniel Vincent, Gilbert Luciani, Agnès Lahaye, Joëlle Salmon, Carola Streul.

#### 1- Approval of the agenda and follow-up of pending actions

The agenda is approved.

	<i>Action (only on-going)</i>	<i>Status</i>	<i>Remarks</i>
1	GL : To organize Periscolaire visit	Open	Still to be done. <b>All to indicate for June 7<sup>th</sup> at the latest, their needs in office space, equipment and facilities (cabling...)</b>
2	MS/CS : Final list of student to be sent to AM	closed	done
3	AL to organize meeting with Garderie gestionnaire	In progress	Foreseen on next Monday
4	Kitchen : DV to indicate the electric consumption of the hardware to M.S. who will transmit.	In progress	Add requirements to the 'réchauffe' hardware
5	Kitchen : <ul style="list-style-type: none"> <li>· DV to draft a budget for both options</li> <li>· DV to draft a short memo explaining why option 1 is better and to discuss it with JPS.</li> <li>· M.S. to propose to Mrs Bustorff following the example of Woluwe for ancillary staff</li> <li>· M.S. to set up a meeting with Kivinen and Bustorff with a view to discussing with the Régie the arrangements for the kitchen in Laeken, as we are not consulted for the time being.</li> </ul>	In progress	<ul style="list-style-type: none"> <li>- done</li> <li>- to be revamped</li> <li>- give to MS the text of the Call for Tender</li> <li>- to be done. Ask for plans.</li> </ul>
6	Transport : <ul style="list-style-type: none"> <li>· Propose a start of the school day at 8:15 hrs (rationale to be drafted)</li> <li>· Draft a letter asking the CEA to send the Transport form to all parents (Urgent for next Thursday)</li> </ul>	In progress	<ul style="list-style-type: none"> <li>- BB proposes 8hrs. Paper to be done to support 8:10 or :15.</li> <li>- Done</li> </ul>



7	Garderie : Action : Ask Parents via a letter added to the Transport form if they will make use of an on-site garderie.	In progress	See below
8	Ute to confirm the process for communicating with staff from Parliament, Council, Regio....	Open	To be done

### 3- Legal aspects

Statutes : One proposition, with options :

- Only one ASBL
- Choice between W/XL solutions for membership
- 1 month for calling for a GM
- 3 procurations max
- 2/3 majority for changing internal rules
- Board members : minimum: 2 per LS + 3, max : 21
- Elections to the Board : Choice between W/XL for elections during the GM or by LS; for total or partial renewal of the Board
- President's Mandate : 4+2
- Bureau : +2 odd members; mandatory delegation of 'gestion journalière'.

EvD in action

### 4- Cantine

The RdB will pay for a 'réchauffe' kitchen. DV to estimate additions to transform it into a 'préparation' kitchen.

DV : Contact the Régie des Bâtiments through BB to discuss equipment, electric board, and other elements to be put in place.

DV : Start the process for recruiting a Chef, to be hired if the AGM accepts the 'stand alone option'

### 5- Transport

The CEA has not yet sent the confirmations to Parents. To be done by May 4<sup>th</sup>. The letter 'transport' is approved.

7 enrolments to date. JPS has sent a reminder through the listserv but the only way to contact all parents is through the CEA mailing.

Ixelles : Costs to be estimated. Absolutely necessary for negotiations with the Commission.

Ixelles : Contact the police ASAP. The live tests cannot be done before the barriers are wiped out, but this is not a prerequisite for contacting local authorities.



## 6- Periscolaire and Garderies

Letter 'Garderie' approved, to be completed by AdP address, to be added to the info package sent by the CEA. AL in URGENT action.

## 7- Preparation of the Founding GM

MS : Ask the CEA for a nominative list of Parents, as this is necessary for checking attendance.

We need to define :

- by May 10<sup>th</sup> : Convocation (to be sent by CEA, printing to be done by Woluwe, translation done by Uccle) showing the Agenda, the election process, some basic information. JPS to propose a text.
- by May 15<sup>th</sup> : working papers not sent by mail but available on the web site All to sent drafts.
- by May 30<sup>th</sup> slides to be prepared for the meeting : JPS
- Call for volunteers to be sent ASAP : JPs in action

No procuration will be accepted.

We need volunteers for :

- registration at entrance
- Electoral Board

CS in action for contacting parents.

## 8- Any other business and date of next meeting

Next meeting : 11 May 2007 12:30hrs