

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 părinții elevilor de la Școala Europeană de Bruxelles IV AISBL



**Admin Board Meeting/Réunion du Conseil d'Administration
Brussels Tuesday, 26 May 2015
CCAB, rue Froissart 36, 1040 Brussels, room AB304, 12:45-14:55**

Present: Bogdan Ambrozie, Salima Atiaoui, Michela Beati, Sarah Conyers Barber, Marc Henriques de Granada, Nóra Edit Kárpáti, Horst Nickels, Karina Suleimanova, Patrick Ten Brink, Natalia Vandenberghe and Eric Piettre, the Director of the APEEE of Brussels IV.

Excused: Catherine Daguet, Kristin Dijkstra, Carla Sabeva, Martina Sindelar, Tobias Stricker, Josephine Usher.

Absent : Christian Drantmann.

Proxies : Catherine Daguet to Michela Beati, Kristin Dijkstra to Natalia Vandenberghe, Carla Sabeva to Sarah Conyers Barber, Martina Sindelar to Horst Nickels, Tobias Stricker to Patrick Ten Brink, Josephine Usher to Nóra Edit Kárpáti.

Guest: Manuela Pamio, secretariat of APEEE.

Minutes 26.05.2015

Michela Beati chairs the Periscolaire Board meeting.

1 Approval of the periscolaire program for the school year 2015-2016

The program of the extra-curricular activities 2015-2016 is explained and described to the Board members. A new range of activities are proposed for the next school year such as: Board Games, Chinese Language in English and French, introduction to Polish, Spanish and Bulgarian etc. It is agreed to add a link to private lessons at the bottom of the first page of the program.

Vote on : Approval of periscolaire program for the school year 2015-2016.

- 17 in favour
- 0 opposed

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Comptes bancaires	Général, cotisations	BE34 1325 3154 5590	Banque Delta Lloyd
	Transport scolaire	BE25 1325 3154 4782	
	Service cantine	BE67 1325 3154 5287	
	Activités périscolaires	BE45 1325 3154 5489	

- 0 abstentions

Decision : The Board decides unanimously to adopt the periscolaire program for the next school year.

Steps are suggested to avoid a deficit situation in the future:

- 1) Avoid having undersubscribed classes.
- 2) Intermediary reports in November, January and March.
- 3) Ask Jérôme to act promptly to inform us of any such situation (e.g. mid-year).

2 Approval of periscolaire prices 2015-2016

There is a detailed explanation on how prices of extra-curricular activities have been calculated. Prices are based on the cost of activities (monitors, operational HR etc) adding a margin of 8% to cover unexpected events during the year. The difference of prices for the same activity proposed depends on the number of days calculated as well as the time slot.

A policy needs to be adopted concerning the extra-curricular activities where the number of subscriptions has not reached. The aim is not to cancel the activity but to reach a minimum requested. A decision will be made case for case. If necessary, a call for interest will be announced via the class representatives and published on the APEEE website. Another measure to avoid a deficit in an extra-curricular activity is to fix regular meetings on this topic. Intermediary analysis will be made in November 2015, January 2016 and April 2016.

Vote on: Approval of periscolaire prices for the school year 2015-2016:

- 15 in favour
- 2 abstentions
- 0 opposed

Decision: the Board decides to adopt the periscolaire prices for the next school year.

It is asked to clarify whether doctor certificates are required for sports or not. Strongly recommended.

3 Approval of amendments of periscolaire rules 2015-2016

The final version of periscolaire rules 2015-2016 is analyzed by the Board members. It is proposed to make the following amendments:

- On point 1 – General conditions. It is specified that “the present regulations define the administrative procedures and the code of conduct for pupils and persons exercising parental authority, as well as their legal representatives”.
- On point 3 – Enrolment. The following formula is added: “the APEEE reserves the right to refuse enrolments in the event that the family is in delay of payment for the other services (canteen and transport services).”
- The Point 4 will be divided into two sections: 4.1 Cancellation or change of activity from the parents, 4.2 Cancellation or change of activity from the APEEE.

- A specific point on reimbursement is added and becomes point 5. It is clarified that "there will be no reimbursements during the school year except for the following cases: students that leave the school during the school year or those that must cancel their subscription for medical reasons (this must be supported by a doctor's certificate)."

Vote on : Amendments to periscolaire rules 2015-2016:

- 11 in favour
- 5 abstentions
- 0 opposed

Decision: The Board decides to adopt the amendments to periscolaire rules 2015-2016 for publication under the condition that the requested changes are made.

Following a request for a Somerfesto bouncy castle by the Somerfesto committee, under APEEE supervision, the Board proposes to vote on this through a written procedure.

The Board meeting ends at 2:55 pm.