



**Board Meeting/Réunion du Conseil d'Administration**  
**Brussels Friday March 27 2012**  
**Commission, JII -79, 27/03, 1040 Bruxelles: 12.30-14.00**

**MINUTES**

**Presents:** Kunka Ilieva, Jacopo Lombardi, Pascal Manzano, Horst Nickels, Joëlle Salmon, Erika Schulze, Martina Sindelar, Carola Streul, Maximilian Strotmann, Jacqueline Troquet, Daniella Terruso, Andrea Weber, Ralph Wischermann, Eric Piettre.

**Absent (excused):** Antonino de Lorenzo, Marc Henriques de Granada, Martijn Hesselink, Anja Mangels, Monika Paulus, Serge Lebel.

**Absent:** Isabelle Mangold-Lecocq, Lucian Cernat.

The following delegations have been sent for this meeting:

1. Antonino de Lorenzo gives his proxy to Horst Nickels
2. Serge Lebel gives his proxy to Joëlle Salmon or Horst Nickels
3. Monika Paulus gives her proxy to Erika Schulze

Horst Nickels chairs the meeting.

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**Agenda:**

1. .adoption of agenda
2. confirmation VP Communication, responsible IT (written procedure)
3. adoption of minutes GA 01-2012 (distributed to Ca-members by Serge)
4. publication of administrators list in the "Moniteur Belge"
5. *services*: info/feedback state of play transport, canteen, perisc.
6. enrolments (start, duration)
7. discussion/vote on transport rules (distributed to CA-members by Ralph)



8. info/feedback ACI, IT, somerfestto, (school) working group Laeken,++
9. remaining posts: vote for additional (2) bureau members, responsible interparents

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### **Point 1 – Agenda and minutes**

Adopted. Minutes of last meetings adopted with minor changes. Thanks to Joelle!

### **Point 2 – Posts**

**Decision 20120327-1:** Daniella Terruso elected as VP Communication and Pascal Manzano as IT responsible: adopted by unanimity.

Congratulations and thanks!

### **Point 3 – Minutes General Assembly January 2012**

Adopted with changes to budget part (As no repayment has been done until now, the sentence is deleted). Thanks to Serge!

### **Point 4 – Publication of board list**

All necessary information available except for two members (Lucian & Andrea). Then notification and statute change ready to be duly published in Moniteur Belge.

### **Point 5 – Services**

#### Transport

Eric reports:

- Currently looking for some 10 new buses/drivers. Price increases of 4-10% expected.
- Eric and Ralph want to have signed "pre-contract" to bind companies for around 20-25 buses. No convention signed at the moment.
- Overall optimistic despite difficulties in relation to the move and the increased number of students from September 2012 onwards and Uccle –BKD developments may not facilitate things.

Ralph reports:

- Transport simulation online, now collect feedback, test routes with volunteers and update in June after inscription phase.
- Cautions that initial phase in September can be difficult to manage with need to adapt lines according to operational experience.
- 1 busline costs +/- EUR 54 000.



Board takes note and supports. Thanks and congratulations to both!

### Canteen

Eric reports, met school recently:

- Teachers canteen will be used for kids.
- Unclear whether "tartinistes" and "lunchistes" will be separated. Numbers of "tartinistes" however unclear
- Trying to keep 2 instead of 3 lunch shifts (cost impact!) but there are practical difficulties because of canteen is split over two floors and separate "teachers' room".
- Open question whether the furniture will fit the expected number of kids (300 per floor per shift).

Carola reports:

- The cafeteria will not be open from the first day.
- Much adaptation work will be necessary once all services are opened.

Board takes note, supports efforts underway and thanks to both!

### Périscolaire

Andrea reports:

- Works well with Holger, contacting other APEEEs, especially XL, to learn, possibly join efforts, including staff exchanges. Explores embassy support for language classes.
- Better IT tools and HR support would facilitate the life of the périscolaire management.
- Big issues are costs of lessons for parents and the lack transport facilities during the week, flexibility in attendance and organisation and use of web interface for périscolaire management and parents' contacts.
- Plans to invite interested parents for meeting during lunchtime after Easter.

Carola will inform on past experiences especially on flexible transport solutions.

Board discusses in some detail, supports all "explorative" activities, although with some hesitation as regards possible staff exchanges. HR support is available as long as costs can be covered by gains. It is reminded that Periscolaire manager is seconded by Manuela for an half-time. Thanks and encouragements to Andrea!

### **Point 6 – Enrolments**

- Board supports sending a direct email message to all parents on transport enrolment.
- For the canteen, Carola proposes to inform parents that unless explicitly cancelled, enrolment is confirmed. Some debate about usefulness or forcing re-inscription and



about a single "services enrolment" form. Erika asked to have a list with the negative and positive points for a re-inscription. Board refers decision to next board meeting.

### **Point 7 –Transport Rules**

Ralph presents paper as circulated earlier. Based on earlier versions, he is not fully happy but considers ok for current purpose, given time constraints from move. Decision power lies with board.

Board has some debate about legal nature of document and possible need for formal legal advice. Formal vote on whether a legal check should be sought: 1 in favour, 13 against.

**Decision 20120327-2:** The Board decides against formal legal check.

Board has some debate on content of document and decides that comments must be sent to Ralph until Friday 30 March. Ralph will then circulate amended version, for formal agreement at next board meeting.

Thanks to Ralph!

### **Point 8 – Debriefs**

- On ACI, Horst, based on Monika's feedback reports about transfer requests. First time requests to BRUIV from other schools (17) out of 72 requests as a whole. There are 55 from BRUIV to other schools, of which only 3 accepted.
- On issue of considerable increase of FR classes, Horst reports and presents draft letter to BoG setting out difficulties for BRUIV and presenting alternative avenues. Board votes on letter in principle, to be finalised by bureau:

**Decision 20120327-3:** Letter adopted with 11 members in favour, 1 abstention.

### **Point 9 – Posts**

Horst informs about possibility to elect up to two more bureau members and proposes Erika. This would facilitate every day budget and accounting handling (Erika holds bank "procuration").

**Decision 20120327-4:** Erika appointed to the Bureau with 7 members in favour and 1 abstention.

Congratulations Erika!

No discussion on Interparents.

### **Point 10 – AOB**

No discussion. Max asks to add fifth school, Berkendael and related aspects to agenda for next meeting.



Note taking Jacopo and Max

The meeting ends at 2.30 pm.