



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 5th March 2020

Location: CCAB, rue Froissart 36, 1040 Bruxelles, meeting room: 2D: 12:45-14:30

Present: Stephanie Buus, Kristin Dijkstra, Luca Dussart Ilies, Dorothee Farwerck Lefort, Mariana Ghitoi, Alexandre Grigorescu Negri, Karim Kettani, Vladas Kukulskis, Horst Nickels, Dan Nicolae, Victoria Petrova, Luigi Rosario Filippo Sciusco, Iulian Vasile.

Absent: Angela Muraca, Tzvetomir Penev.

Excused: Ambar Hernandez Pacheco, Nadia Kichaout, Dana Adriana Puia Morel, Tobias Stricker, Pénélope Vlandas.

Proxies: Ambar Hernandez Pacheco to Vladas Kukulskis, Nadia Kichaout and Pénélope Vlandas to Karim Kettani, Dana Adriana Puia Morel to Kristin Dijkstra, Mariana Ghitoi to Alexandre Grigorescu Negri until 13:35 pm, Karim Kettani to Dorothee Frawerck Lefort from 14:10 pm.

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

Minutes 05.03.2020

The quorum is present. Ms Dijkstra chairs the Administrative Board meeting.

1. Approval of agenda.

Two items are added to the agenda:

- 1) Feedback from the Groupe de Suivi about the delivery and population of the 5th school.
- 2) Update/overview on civil liabilities and respective coverage of APEEE.

It is agreed that all votes will be moved at the end of the meeting.

The agenda is adopted as amended.

2. Feedback from the Groupe de suivi about the delivery and population of the 5th school.

Ms Dijkstra announces that the next Groupe de Suivi meeting will be held on 18th March 2020. She refers that it is very important that we discuss, as Board, our standpoint on how the fifth school would be populated. We should revisit our position considering the current situation and the experience of Laeken which is different from the other European schools based in Brussels. We need to have an opinion on this matter in view of the upcoming negotiations.

3. Update /overview on civil liabilities and respective coverage of APEEE.

Mr Nickels would like to know what the current state is regarding the civil liabilities of the APEEE and what we should implement if necessary.

Mr Piettre gives a brief overview of the civil liabilities and coverage of the APEEE of Brussels IV. He refers that:

- there is global liability insurance (SAEDI CLAYES and AXA) which covers the civil responsibilities of the APEEE staff members and a civil liability insurance for the APEEE Board members and the Director of the APEEE which covers the damages caused to a third party in case of errors etc.
- An insurance group for the APEEE staff members employed on a permanent basis (CDI).
- A school's insurance (ETHIAS) which covers all people working on the school premises (school staff and APEEE staff)
- A provision for the lawyer if needed.

The discussion focuses if the parents' association is covered against parents' actions if we interrupt to provide our services. Normally most contracts include a 'force majeure clause' which allows a party to suspend or terminate the performance of its obligation when an unexpected event outside of the parties' control occurs. If we must close or suspend our services due to local authority's decision, we should not be subject to a risk of legal action.

4.Vote on minutes of the previous meeting (3/02/2020).

Unanimously adopted without any remarks.

5. COVID19 Outbreak-APEEE actions to be taken (vote on request to school to follow Parliament guidelines/to maintain/ postpone/cancel school events and outside trips);

Following the recent developments on coronavirus outbreak, the Board members raise at today's meeting a series of questions regarding the maintaining of school events, outside trips and the request to follow the Parliament guidelines. The President of the APEEE will attend with the Director of the APEEE the Health and Security Working meeting this afternoon. She will bring all points raised here to this afternoon's meeting. Ms Dijkstra refers that if there is a school's protocol in place this should be clearly communicated to parents. Ms Petrova points out that a communication on COVID-19 outbreak was published on our website but it would be useful to ask all class representatives to spread out the information. The Board agrees to send an APEEE COVID-19 update to all parents in order to explain the measures that the APEEE has taken both in our services and vis-à-vis Direction/OSGE to promote the Health and Safety of our pupils. All Board members are invited to give their inputs to Ms Buus who has kindly agreed to write a short communication on this matter.

#	Action	Owner	Deadline
01 CA 05/03/2020	To write an APEEE COVID-19 Update which will be distributed to parents and included in the next APEEE Newsletter.	Stephanie Buus	By 9 th March 2020

The Board takes note that each agency produces different guidelines and instructions, and this could create confusion and panic. It is noted that the Parliament guidelines seem more cautious than the Commission ones. Ms Petrova refers that Trade Unions are putting pressure to the EU Institutions because these should be more synchronized and consistent. The European school system has followed a more liberal approach as well as the European Commission. The President of the APEEE refers that Interparents and the Trade Unions could work together in order to make a joint statement asking more clarity and harmonization among Institutions. She will speak with Interparents about the potential of creating a joint statement with the Unions on common communications and policies that would affect the European Schools.

With reference to the school trips, at this stage, the Directors of the European schools should evaluate each school trip and find out what the conditions are. At the Health and Security meeting, we could request to Directors to explore this issue and get back to us with details about the consequences in the event that parents decide to cancel. It is clarified that most travel insurance policies do not cover trip cancellations for reasons as fear of an epidemic disease.

With reference to the school events, currently all events at school promises, are continuing as planned but anyone who is attending these events must follow the same guidelines as students. Two Board members think the EEBIV should cancel its events. Mr Grigorescu-Negri would like that parents may have the option of withdrawing consent for pupils to take part in the school events.

6. COVID19 outbreak- Impact on Somerfesto (maintain or postpone?).

This point is postponed at the next Administrative Board meeting (2/04/2020). In fact, it is too early to predict how long the coronavirus will disrupt everyday life or whether its spread will continue to pandemic levels. It is clarified that we can cancel the 2020 Somerfesto edition, without having any financial damages, two weeks before the event start date. From a financial point of view, this event could be risky due to a possible low attendance (low ticket sales) and low parental involvement in volunteering and supply for food stands. Mr Vladas refers there are a lot of grandparents attending this annual’s school party and we should be prepared to lose money or cut expenses.

7. Convention APEEE-School (who does what, deadlines).

Mr Piettre sent a doodle invitation to Board members interested in working on this project. He received the feedback from the APEEE staff members and some guidelines from the insurance companies. The newt WG meeting on Convention APEEE/School will be held next week. Ms Dijkstra announces that the next meeting with the school management on this matter will be held on 2/04/2020. The President of the APEEE will not be able to attend this meeting and asks anyone interested in attending on her behalf.

8. APEEE internal rules of procedure.

The Director of the APEEE of Brussels IV explains that there are no internal rules and guidelines of the Administrative Board. He has distributed to the Executive Committee members an example of delegation of authorities and a guideline on the Internal Working method from the APEEE of Brussels II. These documents could serve as example for providing guidance to APEEE members on how to meet the objectives of the association in an efficient way and ensuring clarity of processes and procedures. The President of the APEEE reminds all Board members that we need to make the job description for the different posts on the Board. The job description form has been published on Bitrix platform, but an online fillable version is needed.

9. VOTE on VP Administrative role.

Mr Grigorescu Negri has resigned as VP for Administrative affairs of the APEEE IV Board by e-mail on 12th February 2020 but he remains Board member and Treasurer of the APEEE IV Board. The Board takes note of his resignation as VP Administrative affairs as per mail. At the moment, Mr Nickels is the only candidate for this position and Mr Nicolae has agreed to serve as back-up.

Vote: *Does the Administrative Board agree to appoint Mr Nickels as VP Administrative affairs?*

- Unanimity in favour

The Board unanimously agrees to appoint Mr Nickels as VP Administrative affairs and Mr Nicolae as back-up.

#	Action	Owner	Deadline
02 CA 05/03/2020	To publish on Bitrix platform and send by e-mail the draft Minutes of the 2019-2020 GA of the APEEE	Eric Piettre	Tomorrow

Ms Ghitoi refers that it is very difficult to find and upload documents on Bitrix platform. Mr Piettre and Ms Kichaout are working to a new structure of this platform. It could be useful to organize a half an hour training on Bitrix for all users, in particular for the newcomers.

10. Project letter BYOD (Draft letters attached in Files section).

Ms Lefort, the Board responsible for prevention, presents to the Board a draft letter written by the WG on BYOD for approval.

Through this letter, parents would like to rise some questions and reservations based on their experience of BYOD in EEBIV and its impact on their children's learning and daily lives to the Central-Office and the School management. Their requests, summarized in the following points, are analyzed by the Board:

- Sufficient means for a good training of teachers.
- To limit screen time through an application time slot management for the use of digital tools in class or use digital technology for certain subject matters only.
- No digital teaching and no wi-fi in the nursery section.
- A switch-on/off device for the Wi-Fi in primary classes in order to limit the waves for our pupils.
- From S5 classes to provide cabled internet connections instead of Wi-Fi.
- Not to make BYOD compulsory in S4 in order to replace calculators.

Ms Lefort points out that the issue is not to use digital technologies as much as possible but to use them in the best way possible. She invites all Board members to read the articles produced by specialists showing that the full time use of digital technologies has not a positive impact on teaching and learning. Some studies show that taking notes by hand and rephrasing what the teachers say is the best way of learning. In view of all those studies, it is requested, in this draft letter, that the school may take into account the precautionary principle, as recommended by many bodies, and that the implementation of digital teaching may take place step by step, after assessing the pedagogical benefits and with the involvement of all stakeholders. The President of the APEEE would like that pupils' mobile phones and all connected devices may be kept in lockers during the school days. She points out that there is a lack of a common strategic policy with measurable objectives for the whole school career of the pupils. Ms Ghitoi underlines that all studies show that the creativity is the key competence for the future. It is referred that the European school of Brussels IV is the only European school that could provide distance learning courses.

#	Action	Owner	Deadline
03 CA 05/03/2020	To include the Board's remarks into the BYOD letter	Dorothee Farwerck Lefort	In the coming days

11. AOB

- COSUP

It is clarified that COSUP stands for 'Conseil Supérieur des Elèves' and represents all Pupils' Committees (PCs) of the European Schools. The President of this umbrella organization of all European School Student Councils has asked the APEEE of Brussels IV to host the Cosup bank account. The APEEE of Brussels IV is not in favour of hosting the Cosup bank account and managing their transactions.

#	Action	Owner	Deadline
04 CA 05/03/2020	To investigate if Interparents can meet Cosup's request	Kristin Dijkstra	In the coming weeks

Ms Werhert, a class representative in the French section of the EEBIV, has kindly offered to act as Secretary for the Pedagogical Group. She will support the VP for Pedagogical affairs in his role by managing the meeting minutes, the calendar dates and performing other administrative tasks. The President has consulted the Pedagogical Working Group, and they are in favour of this. The Board is now asked for their approval as well. Ms Werhert will have access to the pedagogical part of Bitrix platform and to the functional mailbox: pedagogie@bru4.eu

The Board agrees with this proposal.

The Board meeting ends at 2:30 pm. Some attendees arrived later or left early.