



## Administrative Board Meeting/Réunion du Conseil d' Administration

**Brussels Thursday, 1<sup>st</sup> October 2020**

**ZOOM Video Meeting: 12:35-14:50**

**Present:** Stephanie Buus, Kristin Dijkstra, Luca Dussart Ilies, Dorothée Farwerck Lefort, Mariana Ghitoi, Alexandre Grigorescu Negri, Karim Kettani, Nadia Kichaout, Vladas Kukulskis, Horst Nickels, Dan Nicolae, Dana Adriana Puia Morel, Tobias Stricker, Iulian Vasile, Pénélope Vlandas.

**Absent:** Angela Muraca, Tzvetomir Penev, Victoria Petrova, Luigi Rosario Filippo Sciusco.

**Proxy:** Mariana Ghitoi to Alexandre Grigorescu Negri from 2:00 pm and Karim Kettani to Nadia Kichaout from 2:00 pm.

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

### Minutes 01.10.2020

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

#### 1. Approval of agenda.

Two points are added to the agenda:

-Reimbursement of the canteen service for parents whose children are in quarantine at home. This point will be included in the state of play.

- Conference on drug and alcohol addiction prevention, chaired by Mr Maillet from Stop à la drogue. This item will be discussed under point 9.

The agenda is adopted as amended.

#### 2. Approval of Minutes from July 10<sup>th</sup>, 2020 and from September 1<sup>st</sup>, 2020.

The Board decides to approve the Minutes of the Administrative Board meetings held on 10<sup>th</sup> July 2020 and on 1<sup>st</sup> September 2020 by written procedure.

| #                   | Action   | Owner            | Deadline       |
|---------------------|--|------------------|----------------|
| 01 CA<br>01/10/2020 | To launch the written procedure on BITRIX platform in order to approve the Minutes from 10/07/2020 and 1/09/2020 | Kristin Dijkstra | This afternoon |

### 3. Urgent call for Secretary.

The President of the APEEE makes a new call for Board Secretary. All Board members who have a not a specific portfolio within the Board are invited to take over this role. Ms Dijkstra reminds the Board the importance of appointing a new Board Secretary in particular in view of the upcoming General Assembly. Ms Nicolae expresses his willingness to help and check what needs to be followed. Ms Kichaout will fix a meeting with the Director of the APEEE focused on the preparation of the APEEE General Assembly. It will be asked to Mr Vladas, Mr Dussart Ilies and Mr Nicolae to support the role of Board Secretary.

| #                   | Action  | Owner          | Deadline           |
|---------------------|---|----------------|--------------------|
| 02 CA<br>01/10/2020 | To fix the meeting with Mr Piettre next week for the organisation of the next General Assembly. | Nadia Kichaout | In the coming days |

### 4. State of play services / VOTE: reimbursements.

Mr Piettre presents to the Board the state of play of the APEEE services. The parents' association of Brussels IV has set up a Covid-19 Protocol with the school that must be applied when a student, monitor or staff member is tested positive for coronavirus. The Director of the APEEE refers that the quarantine period in Belgium is 7 days instead of 14 days. To date, we have recorded seven Covid-19 cases in our services.

#### Canteen

Mr Piettre informs the Board that plexiglass dividers were delivered to school and they will be completely and fully installed by the end of this week. The use of plexiglass barriers will increase the canteen seating capacity with 40 additional seats. It is noted that students eat more quickly than usual so we could reduce the time slot and maximize the canteen capacity. It is referred that all S3 and S4 students eat in the meeting hall of the EEBIV at lunchtime (period 6). After having installed the plexiglass dividers, we will start the S3-S4 transition from the meeting hall of the EEBIV to the canteen building.

Ms Vlandas is against the use of plexiglass dividers for primary pupils and ask to check whether P3 pupils eat with plexiglass dividers on the third floor of the canteen building.

| #                   | Action   | Owner        | Deadline |
|---------------------|--|--------------|----------|
| 03 CA<br>01/10/2020 | To check if P3 pupils eat in the dining hall of the canteen (L3 floor) with plexiglass dividers. | Eric Piettre | ASAP     |

#### Transport

The wearing of face masks is mandatory on school buses because the safety distances cannot be guaranteed. Mr Piettre refers that the transport office has accepted new 120 enrolments in September 2020 and seats on the bus are assigned per age group: the front is for nursery kids, the middle is for primary pupils and the back is for secondary students. The transport office has asked bus monitors, drivers and students to wear the face masks correctly when getting on/off the bus and during the journey. Mr Piettre refers that additional face masks are available in classrooms or in the APEEE offices in case a back-up mask is needed for students.

Reimbursement of the canteen service for parents whose children are in quarantine at home.

A question is raised: in the event of class closure due to Covid-19, should we reimburse the services not provided?

Ms Vlandas informs the Board that the OIB (European Commission) has not invoiced the service not provided for pupils due to quarantine reasons and she thinks that we should follow the same principle and provide the same treatment to parents.

Mr Piettre clarifies that the reimbursement cases are set out in the APEEE rules for each service but if the Board decides to adopt a specific Covid-19 measure we should modify these rules and send a clear communication to parents.

#### Presentation of new reporting.

Mr Grigorescu-Negri presents to the Board the new reporting form of the APEEE accounts conceived together with the Director and the Accountant of the APEEE. The purpose is to provide a monthly reporting on our financial status which is split into services (General Affairs, Canteen, Transport, Extra-Curricular activities and Community).

#### Presentation of the reimbursement due to COVID-19: Transport and Extra-curricular activities.

As agreed at the Administrative Board meeting held on 28<sup>th</sup> May 2020, the reimbursement to parents for services not-provided due to coronavirus crisis is based on the principle to have 0 benefits at the end of the 2019-2020 school year.

**1) Vote:** *Transport: Vote in favour to reimburse 769.965 euro instead of 965 230 euro.*

- 100 % in favour

The Board unanimously agrees to reimburse 769.965 euro to parents.

**2) Vote:** *Extra-curricular activities: The APEEE of Brussels IV should reimburse 27.049 euro to parents following the same repartition method as the initial reimbursement in order to achieve the spirit of the initial vote which was to reach a break even?*

- 75 % in favour
- 12,50 % abstention
- 12,50 % against

The Board agrees by large majority that the APEEE of Brussels IV should reimburse 27.049 euro to parents following the same method as the initial reimbursement in order to achieve the spirit of the initial vote which was to reach a break even.

#### **5. Transport: Green buses and mask policy.**

Mr Piettre informs the Board that five new buses, running on compressed natural gas (CNG), were integrated in our transport service at the start of this academic year. They are operating every day for our parents' association.

The Director of the APEEE announces that:

- The transport office and Ms Petrova, the Board member responsible for transport, are working on green bus strategy with some experts from this sector.
- The four APEEEs based in Brussels have set up a Working Group on Green Buses in order to work on this topic and have electric buses as soon as possible.

He refers that the cost of an electric bus is more expensive than a diesel bus. In addition, electric vehicles require specific infrastructure to support their operations such as charging points or battery

charging stations. Mr Piettre points out that at the moment there are no electric school buses in Belgium and there is a lack of charging and refueling infrastructure in Brussels.

The implementation of hydrogen buses, as last step, could probably be achieved in 10 years.

The President of the APEEE of Brussels IV refers that our school has set as goal in its Multi-Annual Plan to become EGO certified school. She draws the attention of the Board that we are the first parents' association to have CNG school buses and we have good relationship with bus companies in terms of rolling out all green technologies.

## **6. School Access Badge.**

The President of the APEEE introduces this point for information. A message regarding the new school access badge was sent out to parents from school yesterday. The school access badge is required to parents and relatives authorized to pick-up a child at school at the end of the school day, after the extra-curricular activities and from the afterschool childcare centers. The price of the badge has been fixed to 5.00 euro.

## **7. Update from COVID-19 Task Force.**

Ms Dijkstra refers that Covid-19 Task Force meetings will continue on a weekly basis and this is a very positive signal. The school management is open to getting feedback from the parents' association in order to optimize policies for dealing with the coronavirus pandemic.

## **8. Update from School Administrative Board / Start of year report.**

The Vice-President for Pedagogical affairs sent a brief report from the School Administrative Board meeting held on 29/09/2020. All Board members are invited to send any questions at today's meeting or individually if necessary.

## **9. Mental Health/ Well-being /APEEE representative for KIVA/ Conference on drug and alcohol addiction prevention.**

The President of the APEEE of Brussels IV is writing a report to parents about the various topics on which the APEEE has been working in addition to running the services. Her intention is also to highline the Multi-Annual School Plan, the Local Policy for Educational Support, and the Anti-Bullying Policy. It is agreed to ask parents to have a look at the School Multi-Annual Plan and let us know if, where and how, they would like to get involved. This message will be included as text into the report.

| <b>#</b>            | <b>Action</b>  | <b>Owner</b>     | <b>Deadline</b>    |
|---------------------|--|------------------|--------------------|
| 04 CA<br>01/10/2020 | To send the draft report to all Board members for feedback | Kristin Dijkstra | In the coming days |

Ms Dijkstra refers that the school has put a lot of emphasis on Kiva, the anti-bullying programme. The school management has kindly asked that APEEE may send representatives working together with the school in the KIVA team. Ms Farwerck-Lefort and Ms Puia Morel have kindly stepped forward to volunteer as APEEE representatives for KIVA. It is announced that Kiva trainings for teachers and a Kiva Team meeting will be held soon.

Ms Farwerck Lefort informs the Board that the school has not yet confirmed if the representatives of Virages and Stop à la drogue associations are authorized to come on the school premises for their sessions. She is in close contact with the school management on this this issue. A communication from the school will follow next week.

Ms Farwerck-Lefort would like to organize a conference for parents in collaboration with Stop à la drogue. This conference, focused on drug and alcohol addiction prevention, was cancelled last May due to coronavirus pandemic but it could be held and made available on-line to parents.

The discussion focuses on an article, published on-line ([www.neweurope.eu](http://www.neweurope.eu)) and titled: Mental Health crisis in the European School Community. Ms Puia Morel explains that Mental Health is a new topic not only in the European school system but also in the European Commission. It is outlined that the implementation of Kiva anti-bullying program requires a lot of work, involvement, and efforts from the school community. The practice is very important to implement the anti-bullying program properly. According to Ms Puia Morel, it could be useful to make KIVA workshops for parents and reinforce kindness not only at school but also at home.

It would be a good idea to set up a team between the school and parents on positive education.

#### **10. Meeting with new N/P Deputy Director.**

A meeting between the APEEE and Mr McGrath, the new Deputy Head for Nursery and Primary cycles will be held via Teams on 8<sup>th</sup> October 2020. The aim is to introduce Ms Viima, the Assistant Deputy Director and discuss several issues together.

Ms Dijkstra will send the invitation to Ms Farwerck Lefort.

#### **11. Pedagogical Meeting/Section Meetings.**

Once the list of all class representatives is finalized, we can organize our annual Pedagogical meeting with parents. At this meeting, language sections can hold meetings to select their Section Representatives. The list of all class representatives is almost complete, Manuela is collecting all data from parents.

#### **12. AOB.**

##### **-Working Group on Internal Rules.**

Mr Grigorescu Negri points out that we need to start working on our Internal Rules before the next APEEE General Assembly Meeting. He will send an invitation to all Board members.

##### **-GA.**

With reference to the APEEE General Assembly, Mr Nickels is going to work with Manuela to do a backward planning calendar. The President of the APEEE informs the Board that a meeting room has been pre-booked in the Charlemagne Building on 25<sup>th</sup> January 2020, but we have to be prepared for an on-line meeting due to coronavirus pandemic. Ms Puia Morel points out that the advantage of an on-line meeting is that a higher rate of attendance could be attained.

The Board meeting ends at 2:50 pm.