



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 5th November 2020

ZOOM Video Meeting: 12:40-14:05

Present: Stephanie Buus, Kristin Dijkstra, Luca Dussart Ilies, Alexandre Grigorescu Negri, Nadia Kichaout, Vladas Kukulskis, Angela Muraca, Horst Nickels, Victoria Petrova, Dana Adriana Puia Morel, Luigi Rosario Filippo Sciusco, Tobias Stricker, Iulian Vasile.

Absent: Mariana Ghitoi, Karim Kettani, Dan Nicolae, Tzvetomir Penev, Pénélope Vlandas.

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

Minutes 5.11.2020

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

1. Approval of agenda.

Approved.

2. Approval of October 1st and October 20th Minutes.

The Minutes of the meeting held on 1st October 2020 are approved with remarks.

The Minutes of the meeting held on 20th October 2020 are approved without remarks.

3. Planning for General Assembly.

-Update on Board Secretary / Retro planning.

Ms Kichaout published on Bitrix platform a document titled, 'Preparation of the GA 25/01/2021', which includes the legal timeline and the list of documents to be prepared by the responsible person with deadlines. She invites all Board members to have a look at the document and provide any update if necessary.

With reference to the GA agenda, Ms Puia Morel refers that last year the Administrative Board presented the APEEE strategy and it would be good to show what we have implemented as actions before and after Covid-19 pandemic.

-Legal advice - virtual meeting ok?

Mr Piettre will check with the lawyer the legality of holding our General Assembly online. Once the legal basis is confirmed, we need to decide what online platform would be used. Zoom platform might be the most appropriate one. Zoom is easy to use, you can host large meetings, launch polls for vote and use a translation service during the meeting.

-Update internal rules WG.

There is no update on Internal Rules WG. The President of the APEEE thinks that it would be very useful to have a first WG meeting on Internal Rules this month. It would be great if the VP for Administrative affairs could send out an e-mail invitation for this purpose.

4. Status reimbursement 1st lockdown.

Mr Piettre informs the Board that all parents were reimbursed for services not provided last school year due to Covid-19 crisis (1st Lockdown). Mr Grigorescu-Negri is now preparing a final statement for the APEEE website in order to close this first phase of reimbursement for the 2019-2020 academic year. It is clarified that if a parent does not pay one of the APEEE services, his/her child will not have access to the APEEE services anymore.

5. Approach for 2nd lockdown and rest of year.

Mr Piettre announces the last information received from the school: the full reopening is planned on 16th November 2020 as follows:

- Nursery/Primary pupils and S6-S7 students will return to school in-situ 5 days a week.
- S1/S2/S3/S4/S5 students will have 4 days in-situ and one day online in rotation.

In this context and according to the circulars issued by the *Fédération Wallonie-Bruxelles* (7816 and 7817), our services should resume as follows:

-Transport: the school buses will run normally, all morning and afternoon lines will be maintained, and the sanitary measures will continue to apply.

- Extra-curricular activities: extracurricular activities for nursery and primary pupils will resume on days and times scheduled since the beginning of the year. Mr Piettre informs the Board that this week the following extracurricular activities have been provided online: Theatre in Greek, Percussion Band, Guitar, Steam Workshop, Introduction to dance, Choir. The first feedback from parents and teachers has been very positive.

-Canteen: It is clarified that secondary and primary students are not allowed to have hot meals provided by the canteen service at school. This restriction does not apply to nursery pupils. In the event that we provide hot meals to nursery kids only, our canteen costs would exceed three and a half times the revenues. We are in a red code, so the staff and teachers' restaurant and our cafeterias will be closed. It is referred that in Woluwe the canteen service is not provided because costs are too high.

Mr Piettre informs the Board that the school would like to use the dining halls of the canteen building (L2+L3) to allow kids to eat their own lunches. The School Deputy Director for Finance and Administration kindly asked to use the plexiglass structure installed in L3 and suggested that the APEEE may buy plexiglass dividers and wood structure for L2. The school could provide the working team to install the plexiglass structure. An official request from the school needs to be sent to the President of the APEEE of Brussels IV. Ms Dijkstra refers that there are three problematic aspects in this scenario:

- We had within the Board a strong reaction against the idea of putting small children in a canteen with plexiglass and the parents' position on this issue is not known.
- We should incur costs for the purchase of additional plexiglass shields and wood (+- 20 K).
- We should check with our lawyer if plexiglass exempts our canteen from the Belgian circular.

The discussion focuses on how we approach our services for the 2nd lockdown and the rest of the school year.

In the event of a prolonged lockdown, the Board member responsible for the canteen would like to provide 'home menu deliveries' to families of the EEBIV. Mr Stricker refers that menus should be prepared by the canteen service and the price would be 8.50 euro per menu. It is discussed if this proposal might be legally possible. Mr Piettre refers that the spirit of the Belgian circulars is that meals

need to be prepared at home to avoid any risk of infection. It is agreed that before sending out a survey to parents, we should check with our lawyer:

- Whether or not this proposal would be in contradiction with Belgian regulations with regard Covid-19.
- Whether or not the current Statutes of the APEEE of Brussels IV legally allow us to provide a 'restaurant service' outside school.

In the meantime, Mr Stricker will work on the potential business plan with costs. When all these elements are in place, we will be able to make a decision.

The Treasurer of the APEEE refers that we could change our business model in the canteen service. It could be made more flexible in order to respond to challenges. We could transform the canteen into a big restaurant where meal is paid by unit et not by subscription. This model could be extended to the extracurricular service, so parents should only pay the sessions attended by pupils. Mr Sciusco refers that that we could think to implement this model next year. Mr Piettre agrees that we must think to a flexible model and provide the same quality of the food with a different payment. We should check the legality of providing a potential business model and present it to the General Assembly. A financial evaluation will be made on 1st December 2020.

6. Follow-up Covid-19 Fund.

At this stage, there is not much discussion or any follow-up on this topic. As information comes in, we can communicate via e-mail with the Board and maybe have an Extraordinary Executive Board meeting if needed before the regular Executive Board meeting takes place.

7. Follow-up Distance Learning with support of Pedagogical Working Group.

Ms Dijkstra considers very helpful the template created and used by the English section for gathering information from their parents. This model allows in an anonymous way to collect sensitive information and identify generic and specific problems efficiently. Ms Puia Morel explains that this table summarizes all information that parents share on the WhatsApp Group.

The President of the APEEE of Brussels IV refers that we should formally produce a template based on the model received from the EN section. This document should be shared with section representatives and sent to class representatives to collect the impression of parents. We should remind parents that they can contact their section or class representative in case of concerns or problems. In this way, the parents' association can see if the problem arising is systematic or specific to a particular class or teacher.

With regard to the special education needs, the school has been very proactive, letters have been sent out to parents and it seems that everything is working fine. The school management is aware that distance learning can be a challenge for special education students so they are reaching out proactively families to find out what extra-support they would have needed.

It is pointed out the importance of having a plan and a policy in place on distance learning. It is referred that parents and the Pedagogical Unit of the Central Office are working very well together, making real progress. Parents have pushed back to set a basic minimum requirement, and this will be shared via the Memorandum.

Ms Buus announces that the Distance Learning Memorandum with a minimum guideline should be coming very shortly. The Distance Learning Policy will be submitted for approval at the BOG meeting in early December. A Pedagogical Working Group will be held next week.

8. Next Covid-19 Task Force November 9th, point to raise?

No point raised at today's meeting.

At the end of the meeting, Ms Dijkstra summarizes the list of questions to be sent in one-time to the lawyer:

#	Action	Owner	Deadline
01 CA 5/11/2020	<p>To contact our lawyer and find out:</p> <ul style="list-style-type: none"> -Whether or not plexiglass exempts our canteen from the Belgian rules. -Whether or not our canteen can offer a takeaway service inside or outside school. -The legality of holding our General Assembly online. 	Eric Piettre	In the coming days

The Board meeting ends at 2:05 pm.