



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

**Brussels Thursday, 14<sup>th</sup> January 2021**

**ZOOM Video Meeting: 12:35-14:10**

**Present:** Stephanie Buus, Kristin Dijkstra, Luca Dussart Ilies, Alexandre Grigorescu Negri, Karim Kettani, Nadia Kichaout, Vladas Kukulskis, Horst Nickels, Dan Nicolae, Tzvetomir Penev, Dana Adriana Puia Morel, Tobias Stricker, Iulian Vasile.

**Absent:** Mariana Ghitoi, Angela Muraca, Victoria Petrova.

**Excused:** Luigi Rosario Filippo Sciusco, Pénélope Vlandas.

**Proxy:** Luigi Rosario Filippo Sciusco to Alexandre Grigorescu Negri, Pénélope Vlandas to Nadia Kichaout.

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

### **Minutes 14.01.2021**

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

#### **1. Approval of agenda.**

One item is added to the agenda:

1) Preparation for the School Administrative Board on January 26<sup>th</sup>, 2021.

The agenda is adopted as amended.

#### **2. Approval of 3<sup>rd</sup> December 2020 Minutes.**

Unanimously adopted without any remarks.

#### **3. Update from canteen meeting with school management this morning.**

The President of the APEEE of Brussels IV gives a brief update from the canteen meeting with the school management this morning. It seems that certainly in a short term there is no option to resume the canteen service in our school. It is referred that the Belgian circulars, dated on 8<sup>th</sup> December 2020, clearly stated that no meals may be prepared on the school site and served to students: lunch boxes are one possibility. The discussion focuses also on the Draft Framework Convention between the EEs and the APEEEs. It is explained that our parents' association has not the intention to sign this document in the way it is currently drafted. According to Mr Kettani's point of view, we can't accept that services are provided to parents without the payment of the APEEE membership fee because it is against our statutes and we might lose the parent involvement in our association. The membership fee is not only a financial contribution but also a way to engage parents with our association.

The Belgian Government has announced that the current red situation will continue until the beginning of March at least. In this context, it is important to check if there is the opportunity for the parents' association to provide the lunch box option. We need to look at all the services with the current circulars and evaluate which service can stay open or closed immediately. Two questions are raised: do we shut down both the extracurricular activities and the canteen service? Do we approach the PMO to see what kind of extra financing they are willing to provide? It is clarified that we do not have to take a decision to the extra-curricular activity staff because the extra-curricular activities are operational for primary and nursery pupils. The only extracurricular activities cancelled regards the secondary students. With reference to the canteen, it is proposed to reduce the canteen staff in one person two days per week because some administrative tasks need to be compiled. At the moment, three canteen staff members are working eight hours per day on the storage, the equipment etc.

**Vote:** *Due to being unable to open the canteen service, the CA votes to put 2 of the 3 Canteen staff on temporary unemployment and to keep the canteen manager (2 days/ week), effective immediately and until further notice.*

➤ *Unanimously in favour.*

It is clarified that the rest of the canteen staff who is in temporary unemployment will remain under this status.

#	Action	Owner	Deadline
01 CA 14/01/2021	To contact Mr Baratta from PMO regarding a possible increase in transport cost.	Piettre Eric	Tomorrow

#### 4. Reimbursement canteen and secondary for the extra-curricular activities.

The canteen service was operational in September and October 2020 and it was temporarily closed from November 2020.

The Director and the Accountant of the APEEE made a quick estimation of figures. The total amount of canteen subscription to be reimbursed to parents for November/December 2020 is approximately 225.000 euro without fixed costs. It is clarified that at the moment we cannot communicate the amount to be reimbursed to parents for services not provided during the 2020-2021 school year: canteen service and extra-curricular activities for secondary students. It is important to decide on which basis we should calculate the reimbursement for the period from November to December 2020: do we reimburse the full amount? Or do we keep the fixed costs? Once the figures are submitted, we can proceed to the vote.

#	Action	Owner	Deadline
02 CA 14/01/2021	To submit the figures to the Treasurer of the APEEE.	Piettre Eric and Rega Eric	Next Monday

It is explained that this year the payment of the second instalment of the canteen service has not been required to parents due to the temporary suspension of the service.

With reference to the extra-curricular activities, the only reimbursement to make to parents regards the extra-curricular activities for secondary students paid at the beginning of school year. These activities started one day in October 2020 and then were suspended.

Mr Grigorescu-Negri reminds to the Board three scenarios of the 2020-2021 budget to be submitted at the General Assembly meeting:

- Budget 1 - Food and Beverage Increase of 20%, Transport Increase +7% Periscolaire Increase 0% Budget result: - 376 K euro.
- Budget 2 - Food and Beverage Increase of 25%, Transport Increase +7% Periscolaire Increase 0% Budget result: - 304 K euro.
- Budget 3 - Closure of all services. Budget result: - 260 K euro.

Ms Puia Morel refers that some Belgian schools are opening the canteen for nursery and primary kids. In fact, according to the Belgian circular dated 31/10/2020, the canteen service can be resumed for nursery and primary kids provided that a regular ventilation is ensured in the canteen space. Ms Dijkstra will ask Directors if they are willing to consider the opening of the canteen for nursery and primary kids. In the event of this partial reopening of the canteen, the school should face a logistical problem because *tartinistes* eat in the same location of the pupils enrolled in the canteen service. It is clarified that if we open the canteen for these age groups, the fixed costs will not be the same.

If we consider making a survey to parents on this issue, we need to communicate clearly that we are collecting parent feedback in order to make a decision and we are working on canteen reimbursement.

### **5. Voting modalities during GA:**

- **Use of proxies when voting;**
- **Electoral & scrutineer Board;**

Mr Piettre gives a positive feedback from yesterday's meeting with OneTec. The purpose of this meeting was to check the functionalities of the online voting system to be used at the APEEE General Assembly meeting. With regard to the proxies, it is clarified that if a voting member gives a proxy form to another voting member, he/she will not be able to vote differently from his/her proxy holder. The deadline for submitting the proxy form is by 18<sup>th</sup> January 2021 at the latest. It was included in the first notification as well as in the invitation of the General Assembly meeting. The Director of the APEEE points out that we need to designate the Electoral Board to check that all votes of candidates are valid. Mr Penev kindly puts himself forward as volunteer. The President of the APEEE invites any Board member whose mandate comes to an end to think about to stand for re-election. Currently we have only received one application to serve as Board member.

### **6. Board representative (s) for school capacity study.**

Each European school is launching a new project to do a study of school capacity in Brussels. The school capacity study will be launched in February 2021. Three Board members are interested in being part of this project: Ms Kichaout, Mr Nickels and Mr Vasile. The President of the APEEE of Brussels IV invites these members to discuss together and designate the priority contact and the respective back-up.

<b>#</b>	<b>Action</b>	<b>Owner</b>	<b>Deadline</b>
03 CA 14/01/2021	To communicate the names of the APEEE Board representatives for the school capacity study and the primary contact to Mr Bordoy.	Kristin Dijkstra	ASAP

### **7. Preparation of the School Administrative Board for January 26<sup>th</sup>, 2021.**

The School Administrative Board Meeting will be held on 26<sup>th</sup> January 2021. It will be focused on financial and staff issues and probably on Covid-19 questions. The President of the APEEE of Brussels IV will share the supporting documents with the Board as soon as they are available.

We have a point which is in discussing: the possibility for a request of Covid-19 financial relief from the European Commission. With regard to the current agreement between the European School of

Brussels IV and the APEEE of Brussels IV, it is important to verify what deadlines and prior notices must be respected or given whether a party wants to cancel the agreement.

With reference to the attendance, the Board agrees that three Board members may attend the January School Administrative Board meeting: the President, the Vice-President for Pedagogical affairs and the Treasurer of the APEEE of Brussels IV. Traditionally the parents' association has two spots but the President of the APEEE will ask the school if our parents' association can have another spot due to the extraordinary situation related to Covid-19.

## **8. AOB.**

### Wellbeing.

Ms Puia Morel and Ms Buus had a nice meeting with Ms Moreno the school psychologist for the secondary cycle. Their collaboration on wellbeing is agreed by the school management. A meeting on Mental Wellbeing in the European Schools will be held on 5<sup>th</sup> February 2021. The Presidents of the four APEEEs in Brussels, the Local Staff Committee and the *Groupe d'accompagnement* should attend the meeting.

Mr Piettre refers that the EEBIV will have an external consultant to see how to maximize the space in school.

The Board meeting ends at 2:10 pm.