



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

**Brussels Thursday, 3<sup>rd</sup> June 2021**

**ZOOM Video Meeting: 12:35-14:05**

**Present:** Cerasela Botoroaga, Stephanie Buus, Marianna Cosco, Kristin Dijkstra, Mariana Ghitoi, Alexandre Grigorescu Negri, Karim Kettani, Nadia Kichaout, Dan Nicolae, Tzvetomir Penev, Dana Adriana Puia Morel, Tobias Stricker, Pénélope Vlandas, Diane Werhert.

**Absent :** Maria Koidu, Victoria Petrova, Iulian Vasile.

**Excused :** Vladas Kukulskis, Luigi Rosario Filippo Sciusco.

**Proxy :** Vladas Kukulskis to Stephanie Buus, Luigi Rosario Filippo Sciusco to Alexandre Grigorescu Negri.

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

### **Minutes 3.06.2021**

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

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

One item is added to the agenda:

-Appointment of the new Secretary-General of the European Schools.

ADOPTED as amended.

#### **2. Resignation of two Board Members: Sophie Jeannon and Horst Nickels.**

The President of the APEEE of Brussels IV announces that Ms Jeannon and Mr Nickels have resigned from the APEEE Board with immediate effect. (Resignations sent by e-mail on 25/05/2021). The Administrative Board takes note of their resignations as Board members from 25<sup>th</sup> May 2021. With reference to the functions, it is clarified that:

- Mr Stricker replaces Ms Jeannon as Board member responsible for the canteen.

- Mr Nicolae is the Vice President for Administrative Affairs, as agreed at the last Board meeting held on 6<sup>th</sup> May 2021.

The Administrative Board is now composed of 19 members.

#### **3. Approval of Minutes from May 6<sup>th</sup>, 2021.**

Approved with amendments provided by Ms Dijkstra and Mr Grigorescu Negri.

#### **4. APEEE contribution for the School Yearbook.**

As announced at the last SAC meeting, Ms Dijkstra informs the Board that the deadline for sending articles for the 2020-2021 Yearbook is 27<sup>th</sup> June 2021. Therefore, she invites anyone to think about what contributions we would like to put in the book on behalf of the APEEE.

The 2020-2021 Yearbook should also include the word from the APEEE President as well as the pictures of the APEEE Staff and Board.

Ms Ghitoi, the President of the Community Fund Committee (CFC), would like to include a summary of projects financed by the CFC during this academic year. It is important to show that even in these exceptional circumstances we were able to give our support with a few projects. It is referred that in the past few meetings the school's directors have gotten into the habit of vocally referring to the Community Fund and the APEEE for all projects that have been financed or co-financed by the APEEE. There is also an explicit reference to the APEEE support to KIVA in the Anti-Bullying policy.

Mr Piettre has kindly asked Ms Dauchot, the communication secretary of the EEBIV, to forward him the printing company's offer. He explains that the final price of the Yearbook depends on the number of buyers and the offer submitted by the printing company. It is clarified that the school Yearbook is managed by the school and the parents' association will offer the facility to collect money from the parents to a specific APEEE bank account.

#	Action	Owner	Deadline
01 CA 3/06/2021	To send your APEEE contributions for the 2020-2021 Yearbook by e-mail or through the WhatsApp Group.	ALL	By 27 <sup>th</sup> June 2021

#### **5. APEEE Newsletter for 18<sup>th</sup> June 2021.**

Ms Dijkstra announces that the next APEEE Newsletter will be sent out to parents on 21<sup>st</sup> June 2021. She kindly invites all Board members to send their contributions to the Communication Officer and the Board secretary by 18<sup>th</sup> June 2021. This is our last Newsletter for this academic year.

#	Action	Owner	Deadline
02 CA 3/06/2021	To send your inputs and contributions to the APEEE Communication Officer and the Board secretary for inclusion on the APEEE Newsletter.	ALL	By 18/06/2021

#### **6. Online petition for stable LRT jobs.**

The representatives of teachers shared with the President of the APEEE of Brussels IV a petition calling for more stable work contracts for LRT (locally recruited teachers) of the European Schools. Ms Dijkstra shared the online petition with the other APEEEs based in Brussels (BXL I, BXL II, BXL III). She would like to confirm that our Board supports this action, and we can offer our help to distribute this online petition.

#### **7. Update on the buses/transport situation.**

Mr Piettre gives a brief update on the buses /transport situation and the status of roadworks around school. Last Friday, the Director of the APEEE had a meeting with the school's director in order to find all possible solutions that would ease and speed up the exit flow of our school buses in the afternoon. Mr Piettre informs the Board that we are still finding new solutions with the school management in order to reduce the bus delays in the afternoons. The roadworks around school should continue until the end of August 2021. He announces that this morning all school buses went through Drève Sainte-Anne without any problems because Rue Medori was completely blocked.

On behalf of some parents from the English section, Ms Buus kindly asks whether it is possible to inform parents through the SMS system when buses leave school. Mr Piettre will check with the transport office if this is possible.

#	Action	Owner	Deadline
03 CA 3/06/2021	To bring up this issue (the use of SMS system when buses leave) to the transport office and report back to Ms Buus.	Eric Piettre	In the coming days

The Director of the APEEE explains that school buses are subject to delays especially on Wednesday afternoon because there are more buses (approximately 15/20) on the parking lot than the other days. Depending on the final destinations and the traffic congestion conditions, afternoon bus delays may vary between 20 and 45 minutes.

With reference to the automated access system, it is clarified that the parents' association will use the same application for all services (transport, canteen/cafeteria, and extracurricular activities). Mr Piettre announces that Vetasoft tests will continue until the end of the month. The aim is that the automated access system may be fully operational at the beginning of the next academic year. An appropriate communication will be sent out to parents a week prior to the official launch date.

### **8. Agenda for CEMP (Education Council Nursery/Primary).**

Ms Puia Morel refers that some points brought by parents to the Primary Education Council could be discussed and clarified in the Pedagogical Working Group or with the Board before putting them on the agenda. Ms Dijkstra refers that it would be good to go back to the practice of getting the agenda a week ahead of time, going through and answering questions or having a dedicated meeting with the Deputy Director to clarify points that do not need to necessarily come to the Education Council. She reminds that traditionally we used to have a pre-meeting with section representatives before the Education Council in order to examine the agenda points.

Mr Kettani refers that we need to plan and work better on the management of the agenda. He points out that there is a heavy workload in the pedagogical activities, and it is very important to find a way to get more people active on specific tasks. It would be good to have a meeting between the Board and the section representatives twice annually and a brainstorming session at the next Pedagogical Working Group to determine what those areas are, where we can put people into, and what are the things that we want to be actively doing. Ms Puia Morel refers that we need to reflect on how we can make work visible not only for the Board but also for the class representatives and section representatives.

With reference to next academic year, our priority is to get the annual school calendar in September and fix the calendar for the Pedagogical Working Group.

### **9. Update on recruitment of Mr Piettre's successor.**

Mr Nicolae gives a brief update on the recruitment process of the new APEEE Director. The Vice President for Administrative affairs refers that we should carry out the following steps as soon as possible:

-To fix the application deadline and choose the platforms/websites where publish the job advertisement. Mr Nicolae would like to publish the advertisement as broadly as possible using LinkedIn and other recruitment websites etc.

- To establish the selection panel who is going to interview the candidates. The selection panel should be composed of a core group of people.

Ms Vlandas refers that the selection panel members should speak both English and French because the interviews will be made in these two languages. Mr Nicolae points out that we should have a Dutch-speaking person in the panel because the knowledge of Dutch is a very important advantage for this job's position. Ms Dijkstra clarifies that for any financial implication, the recruitment working group and the Executive Committee need to be consulted.

The Administrative Board agrees to establish the selection panel for the recruitment of the new APEEE Director by a week. Once the selection panel is set up, it is important to verify the availability of the panel members during the holiday period and identify the respective back-ups. Mr Nicolae thinks that if we have enough good candidates, we could have the first interviews from 10<sup>th</sup> June 2021.

#	Action	Owner	Deadline
04 CA 3/06/2021	To inform Mr Nicolae by e-mail indicating your interest in joining the selection panel and your availability.	ALL	By 10 <sup>th</sup> June 2021

#### 10. Appointment of the new Secretary-General of the European Schools.

It is referred that according to the rules, parents should have some involvement in the appointment process of the Secretary-General of the European Schools. The President of the APEEE of Brussels IV has shared with the Executive Committee members a draft letter drawn up by Mr Houghton-Clarke, the President of the APEEE of Brussels II. In the letter, he explains some of the background and asks what qualities parents consider important for a Secretary-General of the European Schools. Mr Kettani refers that the text is well-written, but it might be rephrased underlining that we need a Secretary-General who is willing to engage with parents. He thinks that the Secretary General should listen to and be able to act upon when we make valid points.

Ms Dijkstra will share the draft document with the whole Board at today's meeting. She kindly invites all Board members to express their comments, suggestions, ideas on this document in order to get their feedback. The purpose is ideally to share the document with all parents once it is approved by all the APEEEs in Brussels.

#	Action	Owner	Deadline
05 CA 3/06/2021	To circulate the draft letter regarding the appointment of the new Secretary-General of the EEs to the APEEE Board members and get their feedback on this.	Kristin Dijkstra	This afternoon  In the coming days

#	Action	Owner	Deadline
06 CA 3/06/2021	To send out all comments, ideas provided by the APEEE BXL IV to the Presidents of Brussels APEEEs (BXL I, BXL II, BXL III).	Kristin Dijkstra	In the coming days

## 11. AOB

### - Update on extracurricular activities.

Ms Vlandas is in close contact with Mr Herrera, the extra-curricular manager and Ms Baldelli, the extra-curricular assistant manager, in order to improve the programme of extra-curricular activities for the next academic year.

She clarifies that the enrolments to the extracurricular activities for the 2021-2022 school year will be launched in two different phases:

-For nursery and primary pupils, enrolments open on 22<sup>nd</sup> June 2021. At this time, parents will have had the answer from OIB regarding their children's enrolments to the childcare services. So, they will have a clear overview of the time to dedicate to the extra-curricular activities.

- For secondary students, enrolments start in September 2021 when the secondary school timetable is available.

Ms Vlandas announces that we have initiated two new collaborations for the next academic year:

- A partnership with the Brussels Circus School, located on the Tour and Taxis site, where the circus activities will be provided. Pupils will take the school bus from the EEBIV to the Brussels Circus school. Parents are kindly requested to pick up their child(ren) at Brussels Circus school after the activity ends.

- An agreement with the dance school located at the corner of our school. Ms Vlandas explains that P1-P2 pupils will have judo classes at this school on Friday afternoon because there is a high demand for this activity and not enough infrastructure in our school. These kids will be back to EEBIV at 3:00 pm for the school bus departure.

### - Gender Identity Policy document.

The discussion focuses on how the information regarding the Gender Identity Policy has been shared or not between parents, section representatives and Board members.

The Gender Identity Policy was spread throughout the Pedagogical Working Group but not to the whole APEEE Board. Ms Dijkstra refers that we could start sharing all pedagogical documents with the whole Board but any Board member who is interested in being on the mailing list of the pedagogical working group/WhatsApp Groups may inform the VP for Pedagogical Affairs and the Board secretary for inclusion.

Mr Stricker refers that we should have a general anti-discrimination policy rather than a single policy for every single special group. Ms Dijkstra informs the Board that this particular policy was set up for this particular group at the request of the school staff. Teachers wanted guidelines on how to treat and address these students.

The Board meeting ends at 2:05 pm. The next Administrative Board meeting will be held online on 1<sup>st</sup> July 2021 at 12h30 pm.