



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 2nd September 2021

Teams Video Meeting: 12:35-14:45

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

Absent: Cerasela Botoroga, Nadia Kichaout, Vladas Kukulskis, Victoria Petrova, Luigi Rosario Filippo Sciusco, Iulian Vasile.

Guest: Manuela Pamio, secretariat of APEEE, Renan Minoche, the canteen manager and Eric Piettre, the Director of the APEEE of Brussels IV.

Minutes 02.09.2021

The quorum is present. Ms Dijkstra welcomes all attendees after the summer break and chairs the first Administrative Board meeting of the 2021-2022 academic year.

1. Adoption of the agenda.

Three information points are added to the agenda:

- Non-disclosure agreement – Interparents.
- Upcoming School Administrative Board meeting.
- Update on recruitment procedure of new APEEE Director.

The agenda is adopted as amended.

2. Upcoming School Administrative Board meeting.

The President of the APEEE announces that the School Administrative Board meeting will be held on 16th September 2021. Ms Dijkstra informs the Board about her meeting with the other APEEE Presidents of the Brussels European Schools. They discussed together Administrative Board points so we can submit common points.

3. Approval of previous Minutes, 3/06/2021 and 17/06/2021.

Unanimously approved without any remarks.

4. Canteen and tartinistes topic.

The discussion focuses on the canteen pilot project proposed by the school. According to this plan, all primary pupils should eat their packet lunches or hot meals in the canteen building. All cleaning extra-costs should be charged to the school and the responsibility to identify who is 'tartiniste' or 'cantiniste' relies on the school.

The President of the APEEE outlines that we need, as Board, to confirm if we accept or not this pilot project and discuss all possible alternatives with the school. It is important to collect all questions and points raised at today's meeting and report back rapidly to the school management.

Some concerns are expressed during the meeting with regard to this project. There is a problem of attractiveness of the canteen. Increasing the number of students in the canteen might decrease the time students have to eat because there are more cleaning shifts and flow of people in and out. The canteen capacity is limited which means that the APEEE would need to reject subscribers to the canteen service in favour of non-paying pupils. The payment of a compensation 'droit de chaise' for tartinistes would be another issue to be discussed. Mr Kettani refers that we should also communicate to the school the consequences that this pilot project might have in our enrolment rates and on our paying customers.

The students' supervision as well as the rotation schedules for teacher supervision might be another issue. Mixing packed and hot lunch students can lead to serious behaviour problems. Mr Grigorescu Negri points out that some parents do not put their children in the canteen building for infection fear so they should have another alternative.

Mr Minoche, the canteen manager, explains the health measures put in place in the canteen against the spread of Covid-19 (plexiglass installation, opening windows, different entry and exit points, etc.) and informs the Board that the implementation of the canteen pilot project might be feasible. We might split the lunch period of primary kids into two and provide 20 minutes for lunch.

The Board is in favour of conducting a series of tests in the canteen building for the well-being of students. The aim is to check if pupils have adequate seat time and length of the meal period as well as to measure the noise level. With reference to the ventilation in the canteens, the President of the APEEE refers that Belgium is offering ventilation audits to schools so we might request a ventilation audit in the EEBIV conducted by the Belgian Government.

After having analyzed all elements, the Administrative Board proceeds to the vote.

Vote: *Does the Administrative Board support a pilot project welcoming both 'tartinistes' and 'cantinistes' in the canteen in a situation where each class is accompanied at all times by an adult (teacher or assistant) as part of a wider pedagogical project around the culture of food and healthy eating, and the school would pay for extra cleaning costs incurred by having tartinistes in the canteen ?*

The pilot project would run until 17th September 2021 and there would be a detailed evaluation made and sent back to the school keeping in mind the well-being of the students, any financial impact on our APEEE and impact on paying students.

- 11 in favour
- 1 against
- 1 abstention

ADOPTED by large majority.

5. Launch academic year 2021-2022 – State of play.

Mr Piettre refers that the start of the new academic year was like the past years. The secondary timetable is not fixed yet, but a lot of secondary students will have courses up to periods 8 and 9. He has kindly requested to Mr Hristo to obtain an estimation of the number of secondary students having courses on Wednesday afternoons (periods: 7, 8 and 9). The aim is to propose a drop off bus in the European quarter area for Secondary students on Wednesday afternoons (bus departure at around 4:00 pm). With reference to this new bus departure, Ms Vlandas refers that we should consider providing a wider service from school to home taking into account the parents' needs. Most of parents are still in teleworking from home. The President outlines that the situation is not stable because the school is still receiving new enrolments and is adjusting timetables. The secondary timetable should be confirmed by September 10, 2021.

#	Action	Owner	Deadline
01 CA 2/09/2021	To collect the students' contact details (names and distribution in Brussels area) and come back to the Board with the best options for the organisation of this potential bus departure on Wednesday afternoon.	Eric Piettre	In the coming weeks

Mr Piettre announces that the Vetasoft access system application, used for the canteen service, will be tested again for the transport and the extracurricular activity services. Tests will be made on all our bus lines during the month of September and for the extracurricular activities from October 1st, 2021, together with the start of the activities. The Director of the APEEE will send a State of Play regarding the implementation of the access system in our services by the middle of September 2021.

Ms Werhert presents some issues raised by parents through their Facebook pages (FR Parents' Group). Some parents, whose children are in different cycles, have to face organizational problems because they cannot collect their children at the same time. Other parents are upset because there are many breaks ('fourches') during the day. Ms Vlandas refers that the extracurricular service might offer some activities during these breaks in the future if rooms are available and there is a sufficient demand. She informs the Board that the extracurricular office is in contact with a Skateboard association in order to launch a skateboard activity on the school premises for primary and secondary students. An offer will be sent to the extracurricular service soon. Ms Dana Morel refers that that the collaboration between the extracurricular service and the Pupils' Committee should be encouraged. It is important to talk with students and see if they are interested in extra-curricular activities and how our offer might be increased and more publicized for secondary students.

Mr Piettre explains that at the moment S3-S7 students are not allowed to take the first bus departure because we want to have a stabilized situation. The transport service is designing the fixed seats on the buses due to the coronavirus measures and new enrolments are coming. It is decided that once the enrolments will be completed and the timetable will be fixed by the school, we will look at the situation and see if it is possible to allow secondary kids to take the first departure.

6. Class Representative Election 2021-2022.

The election of class representatives for the 2021-2022 school year will be held during the 'Back to School' evenings organized by the school in September. As last year, these meetings will be held online, via Teams, due to coronavirus outbreak. The President of the APEEE announces that the APEEE secretariat has sent the communication related to the class representative election to the school for distribution to parents. This communication clearly indicates that a parent can only become a class representative for one class even if he /she has children in other classes. When the lists of class representatives are completed, we can organize a meeting for all class representatives with tasks and questions to elect section representatives.

7. Reimbursement Covid 2020-2021.

Postponed. Mr Piettre informs the Board that all reimbursement calculations for services not provided during the 2020-2021 school year are made. He is in regular contact with the Treasurer of the APEEE for a double check. The Treasurer will review the figures next week and then there will be an ad hoc meeting to present the figures to the Board for approval.

#	Action	Owner	Deadline
02 CA 02/09/2021	To check the figures submitted by the Director for the reimbursement of services not provided during the 2020-2021 school year (Q1) due to the Covid-19 pandemic.	Alexandre Grigorescu-Negri	Next week
	And then To have an ad hoc meeting and submit the reimbursement Covid 2020-2021 to the Board for approval.	ALL	ASAP

8. General Assembly date to be fixed + organization.

The President of the APEEE refers that traditionally the APEEE has its General Assembly in December or January. In order to be in time with deadlines, the Administrative Board has a preference to convene the next General Assembly meeting during the third week of January, ideally on 17th January 2022.

If it is technically feasible, Ms Vlandas would like to hold a hybrid meeting where parents can choose to attend the meeting online or in-person. Mr Kettani refers that this type of meeting is too complex, it is easier for parents to have online meetings.

The President invites all Board members whose mandate come to end to reflect on their intention to retire from the Board or to stand for another term. It is also important to start a discussion on handovers. The Vice President for Pedagogical affairs refers that a new code for Companies and Associations entered into force after our current statutes. This new code would increase our flexibility (for example the possibility to co-opt board members when an administrator resigns or leaves in the middle of the mandate). We might convene an Extraordinary General Assembly meeting in order to modify our statutes and comply with the new code. He identifies another action for the Board: the follow up of the APEEE Performance audit.

#	Action	Owner	Deadline
03 CA 02/09/2021	Anyone interested in working on the revision of the APEEE Statutes, please contact the VP for Pedagogical Affairs.	ALL	In the coming weeks

9. Non-disclosure agreement – Interparents.

Mr Kettani and Ms Buus were in contact with the Interparents Bureau regarding the non-disclosure agreement for the APEEE representatives. Mr Kettani refers that we should be able to sign this formalistic issue and agree on the substance. He will inform the Board about any future developments.

10. Update on recruitment procedure of new APEEE Director.

The Vice-President for the Administrative affairs gives a quick update on recruitment of Mr Piettre’s successor. Mr Nicolae announces that there are two final candidates who are invited to undertake practical exercises tomorrow. The selection panel will choose the successful candidate tomorrow after the debriefing sessions with these candidates. It is clarified that the selection panel is composed of the following members: Ms Dijkstra, Mr Grigorescu-Negri, Mr Nicolae, Ms Botoreaga, Mr Kettani and Ms Ecker.

The Board thanks the selection panel for the work accomplished.

#	Action	Owner	Deadline
04 CA 02/09/2021	To choose the successful candidate for Mr Piettre’s successor and inform the Administrative Board accordingly.	The Selection Panel	3/09/2021

The Board meeting ends at 2:45 pm.