



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 2nd December 2021

Teams Video Meeting: 12:30-15:00

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

Excused: Cerasela Botoroaga, Luigi Rosario Filippo Sciusco, Iulian Vasile.

Proxy: Cerasela Botoroaga, Luigi Rosario Filippo Sciusco and Iulian Vasile to Alexandre Grigorescu Negri, Maria Koidu to Alexandre Grigorescu Negri from 2:27 pm, Victoria Petrova to Dan Nicolae from 2:50 pm.

Guest: Manuela Pamio, secretariat of APEEE, Eric Piettre, the Director of the APEEE of Brussels IV and Eric Rega, the accountant of the APEEE of Brussels IV.

Minutes 2.12.2021

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

1. Approval of Minutes from last CA (18/11/2021).

Postponed

2. Vote on the budget to be presented at the GA on January 25th, 2022.

Mr Grigorescu Negri presents to the Board a new version of the draft budget 2021-2022 including the following scenarios:

- General Affairs: 1 scenario.
- Food and Beverage: 4 scenarios.
- Transport: 3 scenarios.
- Extra-curricular service: 1 scenario.

The discussion focuses on the Food and Beverage budget. The Treasurer of the APEEE reports that we attempted to find a way to reduce the cleaning costs of plexiglass dividers installed in the canteen building, but it appears that new circulars issued by the *Fédération Wallonie-Bruxelles* do not allow us to remove these shields because then it would be more difficult to ensure social distancing between class groups in the refectories. He refers that the Director and the Accountant of the APEEE were able to balance the budget without rising parent costs with the assumption that the EEBIV would accept to pay the *droit de chaise* to 'tartinists'. Consequently, it is very important to have a written agreement with the school management about this payment. The following scenarios are explained:

- Version 1: no price increase and no tartinists.
- Version 2: *droit de chaise* paid by the EEBIV and no price increase.
- Version 3: *droit de chaise* paid by the EEBIV and price increase 3%.
- Version 4: *droit de chaise* paid by the EEBIV and price increase 5%.

For the transport, three scenarios are presented to the Board:

- Version 1: 1 employee part time without price increase (the current situation).
- Version 2: 1 employee extended full time without price increase.
- Version 3: 1 employee extended full time – price increase 1,6 % in order to reach the break-even.

Ms Petrova explains that for many years, we have pursued a policy of keeping transport prices as low as possible. We have not adapted our prices to the rising price evolution, and we are now facing an inflationary trend driven by fuel and the energy prices. The Board member responsible for transport refers that we are currently the only APEEE with the lowest transport price.

She explains that we have to face cost increases with service providers, as well as persistent difficulties with bus monitors. According to her point of view, these two factors justify a potential 1.6 percent increase in transport prices which will allow us to catch up on the increase of our expenses and ensure a reasonable workload to provide an adequate service. The transport office's Covid-19 tracing on school buses, as well as the difficulties with bus monitors, create an extremely high workload and extra-hours for our current transport staff. This is an extra-cost that staff is paying and that motivates her request to have an extension of the current 0,5 FTE to a full 1 FTE. Ms Petrova outlines that we are facing increased problems with bus monitors, and we need to be much more active in the recruitment process, research, validation and monitoring of daily performances. On the other hand, we have to respond to the rising of expenses and costs of living. She fully supports that the version 3 of the transport budget may be presented at the next General Assembly meeting.

Mr Grigorescu Negri proposes to adopt the following overall budget for 2021-2022 that considers no future lockdowns:

- AG: version 1.
- Food and Beverage: version 2, droit de chaise paid by the EEIV and no price increase.
- Transport: version 3, to hire a full-time employee with price increase 1,6%.
- Extra-curricular service: version 1.
- Final Budget positive: 83 k euro.

Ms Vlandas would like to have a Food and Beverage budget close to 0 without any price increase. Ms Petrova refers that some schools have begun to close canteens, and she believes that having a slightly positive result for the time being, due to rising living costs and inflation, would only provide us with a potential margin to cope with the potential increase. This is a precautionary measure that should be duly explained to parents. The President of the APEEE refers that we could present the payment of *droit de chaise* for tartinists as part of a pilot project to be re-evaluated after a year. The Treasurer of the APEEE identifies the next steps:

-The Administrative Board needs some time to look at the draft budget 2021-2022 before voting on it.

-We need to answer to the different budgetary questions raised by Ms Kichaout and we have to try to get the approval in writing from the school management regarding the payment of *droit de chaise* for tartinists.

Once all these actions are closed, we can propose a revised budget 2021-2022 which will be voted separately for each service. It is agreed that the question on *droit de chaise* will be addressed to the school management and then we will launch a written procedure to approve the proposed budget 2021-2022 that will be presented at the General Assembly meeting.

#	Action	Owner	Deadline
01 CA 2/02/2021	To clarify the issue of <i>the droit de chaise</i> for 'tartinists' with the school management in writing.	Kristin Dijkstra	As soon as possible

#	Action	Owner	Deadline
02 CA 02/02/2021	To submit a new version of the draft budget 2021-2022 to the Board and launch a written procedure for its approval.	Alexandre Grigorescu Negri	In the coming week

3. Update on the Vetasoft / Access system.

Mr Rega informs the Board that we are increasing the number of tests performed in our services. The access system in the canteen works well but some adjustments are needed for the extracurricular activities and the transport service. Regular meetings between the APEEE Management and Vetasoft company take place once or twice a week in order to resolve the last issues. Ms Petrova reminds that the first test for the transport started in October 2021 with several bus lines and it was then expanded in a larger scale in conjunction with the distribution of badges to the pupils. The access system is not fully operational in the transport, but it aims at providing adequate information to parents as timely as possible and also to provide the possibility for parents to interact with the service in a less time-consuming manner to allow further increase of individual treatment of the situations.

4. Preparation for the SAC.

The President of the APEEE announces that the School Advisory Council meeting will be held next week. Ms Dijkstra forwarded the agenda, the documents they had sent through and the minutes from the previous meeting to the Board. She invites all Board members to look at these documents and inform her if there are other topics that need to be raised during the meeting. In addition, we need to be sure that the documents from previous Education Councils have been corrected in the final versions that are going through. Ms Dijkstra reminds that prior to the Sac, we had an oral agreement with the school management regarding the *droit de chaise* for 'tartinists'. She refers that maybe we could rise as topic the provision of the potential hybrid education for students in quarantine.

5. Late enrolments in the extracurricular activities: question.

The question is whether or not it would be possible to envisage a change in the extracurricular activities' rules allowing parents whose children, join an extra-curricular activity during a term, to pay on a pro-rata temporis basis. In case of late enrolments, a parent should pay the whole term or register his/her child at the beginning of the next term as stated in the current rules. Ms Vlandas refers that this flexibility would be beneficial for our association.

It is clarified that any change to the service rules must be approved by the Administrative Board. It is agreed to either launch a written procedure before January or to submit this proposal to the Board at the January Administrative Board meeting.

6. Proposal for changes to the APEEE Statutes / Update on proposed EgA.

On behalf of the Working Group on Statutes, Mr Kettani presents the changes to the APEEE Statutes that are required to comply with the new Code for Companies and Associations. The most significant changes allow for full online General Assembly meetings, the ability to advance the voting of the General Assembly and the vote count for the quorum and the ability to coopt a new Board member until the next APEEE General Assembly meeting following his/her resignation or departure during the mandate. Mr Kettani proposes to have two separate votes:

- 1) one vote on the draft Statutes, with the exception of article 10.7.
- 2) one vote on the revision of article 10.7.

The discussion focuses on the revised article 10.7 that would reduce the minimum number of language section representatives on the Board to one when there are more candidates than

vacancies. Ms Kichaout explains that the objective of this revision is to improve the link between the Board and the sections, as well as to have motivated parents joining the Board with concrete ideas.

Some Board members express their concerns on the proposed article 10.7 because it might favour larger sessions. Mr Kettani outlines that we should focus work more on section representational structure as well as on disseminating information about what Board does. He clarifies that anyone can submit a draft on article 10.7 and all suggestions concerning the election of section representatives are welcome. According to his point of view, the section representatives should be elected by the class representatives.

The draft Statutes foresees that the Administrative Board may adopt Internal Rules which also deal with the relations between the Board and the sections. The President of the APEEE informs the Board that Mr Piettre has contacted the notary who has confirmed her attendance at the Extraordinary General Assembly meeting.

#	Action	Owner	Deadline
3 CA 2/12/2021	To look at the APEEE draft Statutes and send any remarks or comments to Mr Kettani, if any.	ALL	In the coming weeks

7. AOB

The Board meeting ends at 3:00 pm. The President of the APEEE reminds the next meetings:

- Executive Committee meeting on 13th January 2022.
- Administrative Board meeting on 20th January 2022.
- APEEE General Assembly meeting on 25th January 2022.
- Administrative Board meeting to elect the new Executive Committee on 27th January 2022.
- School Administrative Board meeting on 31st January 2022.