



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 2nd June 2022

Teams Video Meeting: 12:40-14:57

Present: Stephanie Buus, Marianna Cosco, Nicholas Costello, Romina Garbi, Angela Guarino, Karim Kettani, Nadia Kichaout, Vladas Kukulskis, Dan Nicolae, Josephine Norris, Jane Okafor, Victoria Petrova, Dana Adriana Puia Morel, Adja Awa Sissoko, Pénélope Vlandas, Diane Werhert.

Absent: Iulian Vasile.

Excused: Cerasela Botoroaga, Mariana Ghitoi, Yannick Hartstein, Maria Koidu.

Proxy: Cerasela Botoroaga to Dan Nicolae, Mariana Ghitoi to Dana Adriana Puia Morel, Yannick Hartstein to Pénélope Vlandas, Maria Koidu to Stephanie Buus, Adja Awa Sissoko to Nadia Kichaout until 1:47 pm, Nicholas Costello to Stephanie Buus from 1:55 pm, Karim Kettani to Stephanie Buus from 2:01 pm, Nadia Kichaout to Adja Awa Sissoko from 1:48 pm, Jane Okafor to Stephanie Buus from 1:52 pm.

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

Minutes 2.06.2022

The quorum is reached. Ms Buus chairs the Administrative Board meeting.

1. Adoption of the agenda.

Item 5 on Finance/Treasurer is removed from the agenda because it will be discussed at the next Executive Committee meeting (16/06/2022).

The agenda is adopted as amended.

2. Approval of the Minutes of the last Administrative Board meetings (AB 3/03/2022, AB 7/04/2022, AB 5/05/2022).

The President of the APEEE of Brussels IV emphasizes that the Board meeting minutes should be approved and posted on the APEEE website on a regular basis to boost transparency.

She invites all Board members to read and review the Minutes of the last Administrative Board meetings and approve them as soon as possible.

#	Action	Owner	Deadline
01 CA 2/06/2022	To approve the Minutes of the last Board meetings posted on Bitrix platform.	The Administrative Board	ASAP

3. Feedback on the 2nd EGA that took place on Tuesday, 31st May 2022.

Ms Buus and Mr Kettani provide positive feedback from the second Extraordinary General Assembly Meeting of the APEEE of Brussels IV held on last Tuesday 31st May 2022. It was a short meeting with a duration of approximately 30 minutes and no questions were raised from the floor.

Mr Kettani explains that the required attendance quorum was met, and 161 voting members voted. The draft Statutes of the APEEE of Brussels IV were approved by a large majority with 158 votes in favour, 1 abstention and 2 votes against. In the future, the Administrative Board will be able to hold online General Assembly meetings and voting members will be able to vote remotely and before a General Assembly.

Furthermore, if a Board member leaves or resigns, it is possible to replace him/her until the next General Assembly meeting. On behalf of the Administrative Board, the President of the APEEE of Brussels IV would like to thank everyone who attended this event.

4. Summer Camp situation – a learning moment + future planning of services next year faced with enrolment changes and increased costs for 2022-2023.

There is a quick update on the 2022 Summer Camp which is a unique service managed by our APEEE and separate from the regular services of transport, canteen, and extra-curricular activities provided to families during the school year. The APEEE of Brussels IV has organized the 2022 Summer Camp to give S1-S2-S3-S4 students the possibility of participating in extracurricular activities during the exam period for S5-S6-S7 since those students do not have class during that period.

Enrollments for the 2022 Summer Camp started on May 19th, 2022. The Administrative Board was taken by surprise to see the high number of registrations received in comparison to previous years. This year, the limit of 56 participants was reached in about 40 minutes, and unfortunately, many registrations to the Summer Camp were refused due to the limited number of spaces available.

Ms Vlandas explains that for security and logistical reasons (availability of rooms and monitors, capacity of off-campus activities as well as requirement for silence on campus during the exam period) the numbers of activities and participants must be limited so it is not possible to organize a Summer Camp for all S1/S2/S3/S4 students. We could possibly double it next year if the school provides with more infrastructure.

Ms Vlandas outlines that the APEEE and the School's priority for the next school year should be to ask the OIB to provide a long-term childcare service during the last two weeks of June when the school ends early for S1-S2-S3-S4 students. This request should be addressed in due time, ideally at the start of the next school year. Ms Petrova outlines that it is the school's role to assume its responsibility for changing the school year timeframe and for finding a solution for parents.

Given this situation, Ms Guarino contacted Action Sport asking if they could organize a Summer Camp /Stage for the pupils of the EEBIV. Normally, a communication from this sports association will be sent to Ms Guarino this afternoon. Ms Vlandas clarifies that the idea is not to act as an intermediary between the Action Sport and parents but only to promote this event among parents. Any questions should be addressed directly to Action Sport because the APEEE is not involved in the organization of this stage/camp.

With reference to the enrolment procedure to the Summer Camp 2022, the APEEE prioritized proof of payment in its two-step enrollment procedure rather than inscription first, as is done in the regular services during the school year because it is a self-funding service. For acceptance of registration, the first step was to pay the amount due to the extracurricular bank account. The second step was to send an email to the extracurricular activities' service: periscolaire@bru4.eu specifying that the payment had been made.

It is stated that this two-step procedure was insufficiently explained to parents in advance and proved too complicated when the extracurricular service received a flood of enrollments. The Administrative Board recognizes that the registration procedure was not clear enough and could have been subject to interpretation. If a Summer Camp is held in 2023, we should prioritize online or e-mail registrations on

a first-come, first-served basis, and then send a payment request to the concerned parents with a deadline of 6 or 10 days. If the payment is not received within 6 or 10 days, the first person in the waiting list will get the place.

The discussion focuses on whether we should cancel the entire enrolment procedure for the 2022 Summer Camp and relaunch a new one, or whether we should keep the current list of 56 students. The feasibility of increasing group size and adding 6 extra students to this year’s Summer Camp is also discussed. Because different points of view have been expressed on these topics, the Board decides to move forward with the voting.

Vote 1: *Does the Administrative Board agree:*

First option: to cancel the whole enrolment procedure for the 2022 Summer Camp and relaunch a new one?

or

Second option: to keep the current list composed of 56 pupils?

- *1 in favour of the first option*
- *19 in favour of the second option*
- *0 abstention*

The Administrative Board agrees by large majority to keep the current list composed of 56 pupils.

Vote 2: *Does the Administrative Board agree to add 6 extra pupils to the list composed of 56 pupils provided that the bus service is feasible?*

- *6 in favour*
- *8 against*
- *0 abstention*

The Administrative Board doesn’t agree to add 6 extra pupils to the current list composed of 56 pupils.

#	Action	Owner	Deadline
02 CA 2/06/2022	To submit the apology and explanation letter to the Board for comments and then to send it out to the concerned parents and post it on the APEEE website.	The Administrative Board	ASAP

5. Transport update.

Ms Petrova, the Board member in charge of transport, gives an update on the transport service and identifies the main challenges. She explains that the transport service is facing structural problems due to the shortage of bus monitors and bus drivers. Before the Ascension holidays, a few weeks ago, the transport service cancelled five bus lines for almost a week because some bus companies were not able to secure replacements of bus drivers. She explains that our offer only covers 56 bus lines, and these difficulties are also linked to the higher demand for school trips in Brussels.

Ms Petrova refers that it is becoming increasingly difficult to meet the desires of parents living in Brussels and its surrounding areas, and that we need to optimize and limit our offer rather than endlessly expanding it. The idea is to reduce the number of stops that are on the 1st bus departures or the last stops that are in the Brussels suburbs to reduce the time of delivery of the kids and optimize the lines. She outlines that the transport enrollment for the 2022-2023 academic year is already open and invites everyone to renew the transport registration as soon as possible. In fact, registrations received during the first phase of transport enrolment, before 30th June 2022, will be considered for the adjustment of the network for the next year and no additional bus stops will be added after this first phase. In this

context, it is important that the school informs newcomers to register their child(ren) for the transport service as soon as possible.

#	Action	Owner	Deadline
03 CA 2/06/2022	To contact the school and make sure that a communication will be sent out to newcomers regarding the transport enrolment for the 2022-2023 school year.	Eric Rega	Next week

Another key component is to rationalize bus seating and limit the number of free seats we will leave on the buses. Ms Petrova’s instruction is to fill the school buses to 90% of their capacity. The objective is to reduce the number of bus lines, in particular the smaller ones, in order to have 53 or 52 or less bus lines instead of 60 or 56 bus lines. Less buses means less risk of non-available bus drivers and bus monitors, less impact on environment, etc.

Ms Vlandas would like to have a bit more space available for the second bus departure to make sure that primary and nursery kids enrolled in the extracurricular activities have a place in the second departure buses after their extracurricular activities.

Ms Petrova refers to the fact that extracurricular service could communicate basically the potential number of seats required to the transport service in order to take these kids into consideration for the second bus departure. She clarifies that S2 students with eight or nine periods are automatically assigned seats in both the first and second departures.

It is outlined that some secondary students do not use the transport service, especially in the afternoons but they have a seat because they are registered. Ms Petrova refers that the transport office is not informed who, when and at which moment of the year a pupil doesn’t use the transport service. She confirms that it is not feasible to organize a third bus departure around 5:00 pm or a drop-off stop for students who have periods after the second bus departure.

With reference to the lack of bus monitors, the transport office is looking for people to be hired and several options have been explored: to opt for university students and S5-S6-S7 students, to hire retired people, to recruit people with CDD or CDI contracts, or explore another system scheme to reimburse. Ms Petrova expresses her preference to hire adults as bus monitors and refers that the online access system will allow us to know where kids are. If there is no monitor on the school bus, we should have a supervisor on the bus parking who double checks with the bus driver that all pupils have disembarked. The main concern is that no child is left alone at a bus stop without parental consent and that no child is forgotten on the school bus.

6. Mobility Working Group.

Ms Guarino shared with the Board the notes of the first Mobility Working Group meeting as well as a PowerPoint presentation. She explains that the Mobility Working Group has to come up with a sustainability plan. They are looking for solutions to promote car-sharing, bicycling, and see how they can foster more sustainable transport from and to school. They would like to decrease the number of people going to school by car and increase the number of pupils using school buses. This Working Group was exploring as possible solution to allow some teachers to take school buses.

Ms Guarino informs the Board that the majority of people attending the workshops are teachers and people working in the school administration, and she is the only parent representative. She invites the Board member responsible for the transport as well as the Director to the APEEE to attend the next Mobility Working Group Meeting scheduled on 20th June 2022. Ms Guarino will share this quick follow-up with the pedagogical team to see if any section or class representatives respond to that.

#	Action	Owner	Deadline
04 CA 2/06/2022	To send the e-mail invitation to join the next Mobility Working Group meeting to Ms Petrova and Mr Rega.	Angela Guarino	ASAP

#	Action	Owner	Deadline
05 CA 2/06/2022	To share the follow-up with the pedagogical team and get the ideas from the section/class representatives if any.	Angela Guarino	In the coming days

7. Pedagogy-handover from Mr Kettani and planning for the 2022-2023 school year.

The President of the APEEE of Brussels IV reminds everyone that Mr Kettani, the Vice-President for Pedagogical Affairs, will be leaving at the end of the 2021-2022 school year, so it is very important to ensure a pedagogy handover and plan how the pedagogical team will proceed for the 2022-2023 school year.

The Pedagogical team will meet separately to address these matters. They will work together to determine who will do what and when.

8. Steering Committee update: Document 'Reflections on the future structure of the Brussels European Schools'.

The President of the Apeee of Brussels IV informs the Board that around the middle of June we should receive a draft document regarding the future structure of the Brussels European Schools. The process is ongoing with a decision of the Board of Governors expected in autumn 2022 and a new structure plan expected in December 2022. Ms Buus refers that most of the proposals to reorganize sections would be effective only in 2028, when the fifth European school is planned to be available. Ms Buus will report back on this matter as soon as she receives any information. Meanwhile, Ms Vlandas will write a position paper that will be presented to the Board for comments and reflection.

#	Action	Owner	Deadline
06 CA 2/06/2022	To write and submit a position paper to the Board for comments and reflection.	Pénélope Vlandas	In the coming weeks

9. Publications COVID or others on the APEEE website.

Ms Cosco outlines that the APEEE website was not developed to have private pages, but it is public, and all content is available to anyone. For privacy reasons, it has been decided to remove the Minutes of the Covid-19 Task Force meetings between the EEBIV and the APEEE, previously published on the APEEE website, and replace them with a sentence explaining that these minutes are available upon requests from parents.

10. Need for a new InterParents Representative for 2022-2023.

The President of the APEEE of Brussels IV inquires whether any Board members, particularly those from the Pedagogical group, would be interested in joining Interparents. She adds that the topics covered by Interparents are time-consuming but very interesting. Ms Vlandas proposes to set up a Working Group at the Interparents level on different subjects to distribute work among more people. This proposal will be considered by the President.

11. Meeting format next year: all virtual or 1 in situ per term?

The President of the Apeee invites all Board members to reflect on the meeting format for the next academic year – all virtual or one in presence per term – and respond via text message. She believes that we would benefit from at least one physical meeting per term.

12. End-of-year get-together in person.

Ongoing.

The Board meeting ends at 2:57 pm.