



APEEE Kick-off meeting - Part II

Brussels Thursday, 2nd March 2023

European Commission : rue de la Loi 130, 1040 Bruxelles : L130 04/77 : 12:45-15:00

Present : Johanna Alkhafaji, Cerasela Botoroaga, Stephanie Buus, Nicholas Costello, Mariana Ghitoi, Angela Guarino, Dan Nicolae, Josephine Norris, Jane Okafor, Tzvetomir Penev, Victoria Petrova, Stefan Petrovski, Dana Adriana Puia Morel, Iuliana Serbeniuc, Adja Awa Sissoko, Pénélope Vlandas, Diane Werhert.

Excused : Marianna Cosco, Romina Garbi, Yannick Hartstein.

Proxy : Cosco Marianna to Diane Werhert, Yannick Hartstein to Pénélope Vlandas, Tzvetomir Penev to Stephanie Buus until 1:30 pm, Josephine Norris to Diane Werhert from 2:00 pm, Victoria Petrova to Dan Nicolae from 2:10 pm.

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

Minutes 02.03.2023

The quorum is reached. Ms Buus welcomes everyone and chairs the second part of the Kick-off meeting focused on the distribution of Board positions. Before going through the agenda, there is a quick round table introduction of all attendees.

1. Adoption of the agenda.

Adopted.

2. Approval of the Board Minutes & New Rule.

The President of the APEEE asks Board members to approve the Minutes of the last Board Meetings held in December, January, and February. These Minutes are available on Bitrix platform.

As requested by the President, a new rule will be applied in order to speed up and simplify the Minutes' approval process for future Board meetings. The draft Minutes of the previous meeting should be circulated to board members 5 or 6 days prior to the meeting. This early circulation should ensure that all board members have adequate time to review the Minutes. The draft Board Minutes of the previous meeting should be approved at the beginning of the following meeting.

3. Board positions - Elections & Need /Role of Back-ups.

Before holding the elections for the various posts, there is a brief discussion about the role of backups, and whether or not every role needs a backup person.

Some statutory positions, such as the Treasurer, require that one person be identified as responsible, and the back-up's role is to ensure business continuity. Other positions, such as the Vice President for Pedagogical affairs, may be assigned to two members who share tasks, duties, and responsibilities. With regard to the APEEE services (transport, canteen, and extracurricular activities), the Board agrees to have Working Group members who work together as a team instead of having back-ups. Ms Petrova explains the difference between the Board and the Executive Committee.

According to our Statutes, the Executive Committee is composed of a minimum of 6 members and a maximum of 8 members. The Executive Committee members are not only the President, the Treasurer, and the Board Secretary who are ex-officio members but also the Vice President for Administrative Affairs and the Board members responsible for each service. With reference to the tasks, the Executive Committee is more focused on services and makes practical decisions, while the board is more focused on pedagogical and general issues.

The Administrative Board unanimously decides to distribute the Board functions as follows:

- ✓ **President:** *Stephanie Buus*
- ✓ **Treasurer:** *Stefan Petrovski - Back-up: Tzvetomir Penev*
- ✓ **Board Secretary:** *Johanna Alkhafaji - Back-up: Diane Werhert*
- ✓ **Vice President for Pedagogical Affairs (co-sharing):** *Dana Adriana Puia Morel and Diane Werhert*
- ✓ **Vice President for Administrative Affairs (co-sharing):** *Dan Nicolae and Marianna Cosco*
- ✓ **Canteen:** *Adja Awa Sissoko – Canteen Working Group: Jane Okafor*
- ✓ **Extra-curricular activities:** *Angela Guarino – Extracurricular activity Working Group: Cerasela Botoroaga and Romina Garbi*
- ✓ **Transport:** *Victoria Petrova – Transport Working Group: Dan Nicolae, Josephine Norris and Angela Guarino*
- ✓ **Community Fund:** *Mariana Ghitoi (chair) and members: Cerasola Botoroaga, Dan Nicolae, Dana Adriana Puia Morel*
- ✓ **Social Fund:** *Jane Okafor (chair) & members: Mariana Ghitoi and Diane Werhert*
- ✓ **ACI/CEA:** *Marianna Cosco (chair) & part of the Working Group: Pénélope Vlandas, Victoria Petrova, Adja Awa Sissoko and Nicholas Costello*
- ✓ **Interparents (4 Representatives):** *Stephanie Buus, Josephine Norris, Pénélope Vlandas, Yannick Hartstein.*

With regard to the composition of the Working Groups, it is clarified that any Board member can join a working group and no vote is required. Some Board members would like to actively contribute to specific Working Groups, for example Mr Penev express interest for the Working Group on Digital Competencies and Mr Costello for the Anti-Discrimination Working Group.

Ms Werhert will share with the Board the list of all working groups and those who are interested in joining any working group are invited to contact her.

4. Presentation of Somerfest 2023. Vote needed.

The vote is postponed until a better budget is provided. The Board agrees to reserve the Cowa Bunga package for the 2023 Somerfest 2023 edition which will take place at school on 6th May 2023. The following actions are identified:

| # | Action | Owner | Deadline |
|---------------------|---|-----------|----------|
| 01 CA 02/03/2023 | To share with the Board the results of the last three Somerfesto editions (2017-2018-2019). | Eric Rega | ASAP |

| # | Action | Owner | Deadline |
|---------------------|---|--------------------------|----------|
| 02 CA 02/03/2023 | To submit the 2023 Somerfesto budget to the Board for approval and then to contact Somerfesto representatives to organize this annual school party. | The Somerfesto Committee | ASAP |

5. Woman's day - 8th March. Vote needed.

Ms. Sissoko would like that the Board agrees on the principle of promoting some initiatives to celebrate International Women's Day in school next year. She would be happy to share some ideas for celebrating this Day.

The Board gives Ms Sissoko a mandate to work on this project in coordination with the other APEEE services next year.

6. Pupil's request as "Candidat étudiant accompagnant » sent on 22/02/2023. Vote needed.

The APEEE transport office has launched its student bus monitor program, which is open to all pupils of the EEBIV from S5 and from the age of 16. Mr Nicolae informs the Board that we have received an application from a 15-year-old student who is interested in working on our buses as a bus supervisor.

It is important to clarify our rule in accordance with Belgian legislation and then have a discussion with the Student Council. He outlines that the role of a bus supervisor is crucial to ensure the safety of all pupils on a school bus, so we need to have as many buses as possible with student and adult supervisors.

It is decided that this matter will be discussed at the Executive Committee meeting. The APEEE Director will verify the minimum working age in Belgium and whether there are any restrictions on hiring 15-year-old children on school buses.

7. Changes to the General Rules.

The President of the APEEE will send to the Board an explanatory e-mail with key documents regarding the changes to the General Rules of the European Schools related to safety and security. There will be a dedicated discussion on this topic at the next Board meeting.

8. Rescheduling April meeting due to holidays. March 30?

Board members agree to hold the next Board meeting on 30th March 2023, instead of 2nd April 2023 due to holidays.

9. AOB.

There is no other business to discuss.

The Board meeting ends 3:00 pm.