



Administrative Board Meeting/Réunion du Conseil d' Administration

Brussels Thursday, 5th October 2023

Teams Video Meeting: 12:35-14:42

Present: Johanna Al-Khafaji, Stephanie Buus, Nicholas Costello, Romina Garbi, Angela Guarino, Dan Nicolae, Josephine Norris, Jane Okafor, Victoria Petrova, Stefan Petrovski, Dana Adriana Puia Morel, Iuliana Serbeniuc, Pénélope Vlandas, Diane Werhert.

Excused: Marianna Cosco, Tzvetomir Penev, Adja Awa Sissoko.

Proxy: Marianna Cosco to Dan Nicolae, Tzvetomir Penev to Stephanie Buus, Adja Awa Sissoko to Pénélope Vlandas, Jane Okafor to Diane Werhert from 1:50 pm, Angela Guarino to Diane Werhert from 1:56 pm.

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

Minutes 5.10.2023

The quorum is reached. The president, Stephanie Buus, chairs the Administrative Board meeting.

1. Adoption of Minutes Board meeting 14.09.2023.

The Board unanimously adopted the Minutes of the last Board meeting held on 14th September 2023.

2. Adoption of the Agenda.

The agenda was adopted.

3. Board meeting 9.11.2023.

The APEEE president is pleased to announce that a face-to-face Board meeting will take place in Merode, in the European Commission building, on 9th November 2023, at lunchtime (Avenue De Tervuren 41, Building Mero, Ground Floor, Room 78, Merode Station, 12:30-14:30).

She thanks Ms Vlandas and Ms Werhert for their assistance in facilitating the meeting, i.e. the reservation of the meeting room and assuring access to the European Commission building for the participants.

(Addendum: On 26 October the in-person meeting has been changed by the Board to 7 December via WhatsApp poll)

4. Nomination/appointment of Josephine Norris as VP co-responsible for Transport with immediate effect.

The APEEE president explains that at the last Board meeting, there was a long discussion on the necessity of a co-responsible position for the transport service. Josephine Norris has kindly agreed to fill this position. The Board is asked to formally appoint her as VP co-responsible for Transport with

immediate effect until the next APEEE General Assembly meeting. It is agreed that the vote will be launched on the APEEE chat and recorded on Wiki.

5. Replacement or addition of Board members to the following groups.

The replacement or addition of Board members to the different groups (Community Fund, Social Fund, Health & Safety Working Group, and Extracurricular Working Group) will be discussed at the next Board meeting or on Wiki. The President of the APEEE outlines that it would be good to have an additional Board member in the Social Fund Committee as Dana Puia Morel would like to step down from this position.

6. Nomination of Nicholas Costello as fourth EEBIV Interparents Representative to replace Pénélope Vlandas.

Ms Vlandas, who has stepped down from her position as fourth EEBIV Interparents Representative, will be happy to respond to any questions on Interparents. Mr Costello, who is interested in Interparents matters, puts himself forward for this position.

The Board unanimously appoints Nicholas Costello as fourth EEBIV Interparents Representative to replace her. The voting result will be recorded on Wiki.

7. Procedures on Wiki.

-Wiki training.

Stefan Petrovski would like to plan a Wiki training session for Board members before the upcoming school holidays. The aim is to explain the main features of Wiki, a PDF presentation will be published on the Wiki page shortly. He and Ms Al-Khafaji will decide on the best way to organize the Wiki training. They will send some possible dates to Board members.

-Guidance petty cash for class treasurer.

With reference to the roles of class representatives, Mr Petrovski would like to prepare a 'Guide' for the class treasurer to explain how to manage the class fund.

-Creation of a Wiki page for each Services/Department/WG/Education Council to gather improvements and suggestions.

Mr Petrovski would like to create a Wiki page for each Service/Department/Working Group to gather suggestions for improvement. (like CANTEEN - Suggestion for Improvement - Storage of backpacks during lunch time).

The president thanks Mr Petrovski for his work in these matters.

8. Debriefing Student Assemblies.

Ms Morel gives an oral report on the Student Assemblies. She explains that students were informed about the rules/policies applied at school and a lot of emphasis was placed on discipline.

9. Update on pedagogical issues /Ped Team + Class /Section Representative elections + Request from the school's Well-Being Working Group.

Ms Morel gives a brief update on pedagogical issues. Several topics were discussed at today's meeting: the relationship between parents and teachers and how to resolve conflicts when they arise, the use of mobile phones by students on the school premises, the online purchase of textbooks, and the Pedagogical Working Group's initiative to collect the old textbooks and promote their exchange among parents.

Ms Morel gives outlines that the parents' association, the class and section representatives are available to help and find solutions with the school management.

Ms Morel informs the Board that the election of class representatives for the nursery, primary, and secondary cycles was held in situ in September and the election of section representatives will be held next week. The Pedagogical Working Group will ask each language section to elect a representative for the secondary, primary, and nursery cycles respectively.

Ms Morel informs the Board that they have regular meetings with Ms Maset Calpe, the Deputy Director of the secondary cycle to discuss pedagogical issues concerning the secondary pupils which are reported to the Pedagogical Working Group. Together with Ms Buus, Ms Morel had a Well-being Working group meeting with the school's psychologists.

With reference to the school's request to set up a Well-being Workshop for parents, it is important to collect - through the section and class representatives – the topics or points parents wish to discuss in this working group.

10. Discussion and Vote on Use of Somerfesto Profits.

The discussion focused on how to distribute the profits from the 2023 edition of Somerfesto, which was a very successful event.

In the past, a part of the profits was donated to charities, but this year the Somerfesto Committee has proposed to allocate part of the money to the Somerfesto budget for the next 2024 edition, to acquisitions (purchase of items) and to the APEEE Community Fund.

Mr Petrovski emphasizes that the Board should follow a prudent approach as the inflation rate is increasing and our reserves are low. Ms Buus explains that the APEEE has lost an amount of approximately €897 K over the last five years mainly due to the Covid-19 outbreak, and we will only recover part of it.

Mr Petrovski reminds the Board that Somerfesto is a one-day event, and we should be cautious about purchasing items that we use one day a year. The list of items (acquisitions) to be purchased will be presented to the Board at a later stage.

Mr Nicolae points out that some items, such as tents, could be purchased and used not only for the Somerfesto but also for other events benefiting the whole school community. It is clarified that Somerfesto has its own account and budget, separate from the other APEEE services (Transport, Food and Beverage, and Extracurricular Activities).

Mr Nicolae will be happy to answer any questions that may arise.

It is agreed to vote on the allocation of the 2023 Somerfesto profits on the APEEE WhatsApp Group and record the result of the vote on Wiki.

Vote: *Does the Administrative Board agree to support the Somerfesto Committee's proposal for the allocation of the profits from Somerfesto 2023 as follows:*

*€ 20 K Somerfesto budget for 2024,
€ 10 K for acquisitions and reserve,
€ 20 K for the Community Fund?*

Voting result: 13 in favour, 0 against, 0 abstention.

ADOPTED

11. Expression of interest to join the Board after 5th October 2023.

Ms Buus explains item 10.10.e of APEEE statutes—Replacement of members by absolute majority vote.

Alexandre Grigorescu-Negri expressed his interest in re-joining the APEEE Board due to the current vacancies on the Board. In the past, he had served on the Board as Vice-President for Administrative Affairs and Treasurer for four years. He would be happy to help with the Health and Security matters and the Community Fund, where there are vacant positions.

It is clarified that according to the 10.10 article of the APEEE Statutes, in the event of a vacancy on the Board, the Board may, by an absolute majority of its members, replace the vacant member with a full member of the APEEE for the period remaining until the next APEEE General Assembly Meeting.

It is agreed to proceed to the vote on the APEEE WhatsApp Group and record the voting result on Wiki.

Vote: *Does the Administrative Board agree that Alexandre Grigorescu-Negri be appointed back to the Board until the next APEEE General Assembly Meeting?*

Voting result: 17 in favour, 0 against, 0 abstention.

Alexandre Grigorescu-Negri is unanimously appointed as a Board member until the next APEEE General Assembly meeting.

12. AOB

-Update on Together School application.

Mr Nicolae informs the Board that we are starting to use Together School application in the transport service, but its functioning needs to be optimized. He invites all Board members to download this new application by searching for 'TogetherESB4' in the APP Store or Google Play to track the school bus in real-time, as well as the pick-up and drop-off times.

-Date of the Next General Assembly meeting.

Ms Buus introduces this agenda point. It is discussed whether or not it is feasible to hold the APEEE General Assembly meeting in December 2023 instead of January 2024.

Some Board members point out that the timing is too short to prepare all supporting documents and meet the legal deadlines. Furthermore, it seems that December is a busy period for parents due to the approaching school holidays, and we need to make sure that people are able to attend the APEEE General Assembly meeting. The date of the next APEEE General Assembly meeting will be decided at the next Board or Executive Committee meeting.

-Addendum.

“Nomination/appointment of Josephine Norris as VP co-responsible for Transport with immediate effect”. At the end of the meeting, Ms Buus announces that Ms Petrova stepped down from her position as Board member responsible for the transport service in the Teams chat and asked the Board to vote on the appointment of another person for this position.

The Board will check whether Ms Norris agrees to be the sole responsible for the transport service and assumes this position ad interim until the next APEEE General Assembly meeting. If Ms Norris agrees, the Board will vote her appointment for that position.

The Board meeting ends at 2:42 p.m.