

Brussels Thursday, 8th January 2026
Online Administrative Board meeting via Teams: 12:35-14:06

Present: Delia Camelia Amariei, Marzia Brofferio, Alexandra-Mariana Cojocaru, Marianna Cosco, Alexandre Grigorescu-Negri, Angela Guarino, Noémie Hangya-Lachmann, Fedia Mattarelli, Dan Nicolae, Josephine Norris, Tzvetomir Penev, Stefan Petrovski, Dana Adriana Puia Morel, Ionut-Adrian Sandu, Marius Serbeniuc, Adja Awa Sissoko, Iordan Toujarov, Pénélope Vlandas.

Absent : Rachel Aviotti, Jane Okafor.

Excused: Adja Awa Sissoko.

Proxy: Adja Awa Sissoko to Pénélope Vlandas until 1:57 pm and then to Alexandre Grigorescu-Negri, Josephine Norris to Dan Nicolae until 12:47 pm, Iordan Toujarov to Pénélope Vlandas at 1:07 pm and then to Alexandre Grigorescu-Negri, Pénélope Vlandas to Alexandre Grigorescu-Negri at 1:57 pm.

Guest: Beatriz Soler Navarro, the Director of the APEEE of Brussels IV, Manuela Pamio, the secretariat of the APEEE of Brussels IV.

Minutes 8.01.2026

The quorum is reached. Dan Nicolae, the President, chairs the Board meeting.

1. Adoption of the agenda.

Three items are added to the agenda:

- Update on the Transport Strategy.
- Motions to be presented at the Apeee General Assembly meeting.
- Date of Somerfest 2026.

The agenda is adopted as amended.

2. Adoption of Minutes of Board meeting 4/12/2025.

Adopted without any remarks.

3. Update on the Transport Strategy.

The Board member in charge of the Transport service gives an update on the transport strategy. He informs the Board that the members of the Transport Working Group are currently preparing the transport strategy document. Once finalised, the document will be ready for implementation.

The following actions are identified:

Action: The newly elected Administrative Board will decide on the implementation of the transport strategy after the next APEEE General Assembly meeting.



Action: The APEEE Director will discuss with the transport team how to implement the check-in / check-out functionality in compliance with applicable data protection rules, in cooperation with the Together School provider. The aim is to have the implementation schedule in place by the beginning of next week.

4. APEEE Board Voting Rules.

Postponed.

5. General Assembly 2026.

The APEEE Director provides a brief update on the organisation of the upcoming APEEE General Assembly meeting, scheduled to take place online on 29th January 2026. She is pleased to announce that everything is on schedule: the first GA notification has been sent to all parents via class representatives, and the companies responsible for logistics, such as the online voting system, Zoom links, EN/FR and FR/EN interpretation, have confirmed their participation in the General Assembly. The APEEE Director asks each Board member in charge of an APEEE service to contact their respective manager and check the progress of the activity report so that it can be completed by next Thursday.

Action: Each Board member responsible for a service should check the status and the content of the activity report with their respective manager. The aim is for all activity reports to be ready by 15th January 2026.

The President of the APEEE points out that we need to appoint three Board members as volunteers for the Electoral Board to check that all votes cast at the General Assembly are valid and the quorum is met. It is specified that the Electoral Board should be composed of Board members who did not stand for election to the Board. Following a call for volunteers, two Board members who are not standing for re-election were designated as members of the Electoral Board. A third member of the electoral board will be appointed shortly.

Action: Any Board member who is not standing for re-election to the Board is invited to volunteer to be part of the Electoral Board.

According to the APEEE Statutes, only class representatives who have paid their 2025-2026 APEEE annual membership fee are eligible to vote at the APEEE General Assembly. Each voting member may hold a maximum of three proxies. It is explained that the votes of the proxies may be different from the vote of the voting member. Each voting member will only receive one login and password, regardless of the number of proxies they hold. A volunteer moderator for the upcoming General Assembly has been identified and confirmed.

6. Motions to be presented at the APEEE General Assembly meeting.

A preliminary discussion took place on the motion submitted by the APEEE President regarding the internal organisation of Somerfestto. The motion will be presented to the General Assembly.



7. Date of Somerfest 2026.

The 2026 Somerfest edition will take place at school on Saturday, 13th June 2026.

8. HR.

Ongoing.

The APEEE Director informs the Board that the fixed-term contracts of the two extracurricular assistants are coming to an end. Therefore, the idea is to prepare a permanent contract for both of them.

Action: Tomorrow the APEEE Director will meet with the Board member responsible for extracurricular activities to share the positive evaluations of the extracurricular assistants and prepare the permanent contracts (CDI) for both positions.

Action: Once finalised, the Board secretary will upload the relevant documentation required for the Board vote to the Wiki platform. Then, she will launch the vote for the recruitment of the two extracurricular assistants by next week.

In the meantime, the Board member responsible for the canteen, the APEEE Director and the canteen manager will prepare the salary estimate and the job description for the administrative assistant position in the canteen, which will be published on the Wiki platform.

Action: The APEEE Director will publish the job advertisement for the canteen administrative assistant position on the APEEE's website, LinkedIn and Actiris.

The APEEE Treasurer clarifies that permanent contracts for the extracurricular assistants are included in the extracurricular budget for the 2025-2026 school year. The fixed-term contract for the canteen administrative assistant is included in the canteen budget for the 2025-2026 school year.

9. Finances.

-Annual accounts 2024/2025.

The APEEE Treasurer informs the Board that the audit process is currently ongoing, and we are awaiting the final result of the financial documents. He shared the screen showing some provisional figures (€700K) of the result. He is pleased to announce that this is a good year regarding finance. Finally, the APEEE Director explains to the Board that we are closing the Annual Accounts for the 2024/2025 financial year.

Action: Once the final result is confirmed by the auditors, the APEEE Treasurer will upload all the information and documents to the Wiki platform and will launch the Board vote on the allocation of profits.

The Board's decision on the allocation of profits is a recommendation to the General Assembly that may be approved or rejected.



-Potential replacement of the current audit firm.

The APEEE Treasurer points out that the mandate of Ernst & Young Réviseurs d'Entreprises, our current auditors, expires at the General Assembly that will deliberate on the Annual Accounts of the APEEE of Brussels IV for the year ending on 31st August 2025. Therefore, the contract with the auditor needs to be renewed or changed during the APEEE General Assembly on 29th January 2026. The APEEE Director is now collecting the offers from at least three audit firms. It is explained that once the offers are published on the Wiki platform, the APEEE Treasurer, the APEEE Director and the accountant will add their recommendations.

Board members are encouraged to send their comments or recommendations until Monday, 12th January 2026. The following actions are identified:

Action: The APEEE Director will add the offers received for the audit contract (starting from annual accounts 2025-2026) in the Wiki page as well as the recommendations in the appropriate row.
Deadline: 9/01/2026.

Action: Board members are asked to add their recommendations or comments in the Wiki page until Monday 12/01/2026, if any.

Action: The Board secretary will launch the Board's vote on the renewal or change of the auditor's contract on the Wiki platform by next Tuesday 13/01/2026.

It is clarified that the Board's decision on this matter will be submitted as a recommendation to the General Assembly. The General Assembly will formally appoint the statutory auditor.

10. Community Fund : 'visite du musée de l'Air et de l'espace du Bourget'.

The members of the Community Fund Committee presented a project to the Board for approval. The project 'Visit to the French Air and Space Museum' was submitted by an EEBIV teacher as part of a training to obtain an Aeronautical Initiation Certificate (BIA). The plan is to organise a daily visit for 41 pupils from different language sections to this aviation museum, which is located at Le Bourget Airport, just outside Paris. These pupils will have the opportunity to explore the impressive aircraft collection exhibited in the halls and on the open tarmac and to take part in educational and informative activities.

The amount requested from the Community Fund is €1057,50 to cover the transport costs, the main activities and the purchase of pupils' lunches on the museum site.

-Vote: *to approve the project 'Visit to the French Air and Space Museum'.*

Voting result: 15 in favour, 0 against, 3 abstentions.

The Administrative Board approves this project by a large majority.

The Board is asked to vote on two other requests.

The first request submitted by the European school of Mol is to ask our parents' association to share an article about one of their Category 1 families who live in Mol and commute to Brussels within our community. In the context of overcrowding of Brussels schools, the idea is to inform parents that the



European School of Mol has the capacity to welcome more Category 1 families in its establishment and that it offers an attractive alternative to the European schools in Brussels.

The second request is to make more visible the Spanish request to have 6th January as a public holiday day in line with the Spanish holiday calendar. The Board proceeds to the votes:

Vote: *Does the Administrative Board agree to include the communication sent by the Communication Officer of the European School of Mol in the APEEE Newsletter?*

Voting result: All in favour, 1 against, 1 abstention.

The Administrative board approves by a large majority to include the communication in the next APEEE Newsletter.

Vote: *Does the Administrative Board agree to give visibility to the Spanish demand about having 6th January as a public holiday following the holiday calendar in Spain?*

Voting result: Rejected

Finally, the Vice President of Pedagogical Affairs informs the Board that the next Pedagogical Working Group meeting will be held at school tomorrow. She invites any Board member to join the meeting and volunteer to be part of the Pedagogical Working Group in the future.

The Board meeting ends at 2:06 pm.