

Annual Activity Report 2024-2025



Index

1. Overview of the APEEE main activities in 2024 -2025	4
1.1 The APEEE administrative structure and composition	4
1.1.1 VP for Administrative Affairs	4
1.1.2 VP for Pedagogical Affairs - Pedagogical Working Group	4
1.1.3 The APEEE IV as part of the Interparents federation	4
2. Services reports	4
2.1. Canteen / Cafeteria @Adja Awa Sissoko + Manager Canteen	4
2.1.1. Introduction & Staff	4
2.1.2. Activities performed	4
2.1.3. Statistics	4
2.2. Transport @Jourdan Toujarov + Manager Transport	4
2.2.1. Introduction & Staff	4
2.2.2. Activities performed	5
2.2.3. Statistics	8
2.3. Extracurricular activities @Angela Guarino + Manager Periscolaire	9
2.3.1. Introduction & Staff	9
2.3.2. Activities performed	9
2.3.3. Statistics	9
3. School Community	Error! Bookmark not defined.
3.1. Community building Working Group @Community Fund	Error! Bookmark not defined.
3.2. Social Fund @Social Fund	Error! Bookmark not defined.
3.3. Somerfesto @Somferfesto Committee	Error! Bookmark not defined.
3.3.1. Event overview	Error! Bookmark not defined.
3.3.2. Entrance, ticket sales and distribution	Error! Bookmark not defined.
3.3.3. Bar & Food Stands	Error! Bookmark not defined.
3.3.4. Set-up and clean-up	Error! Bookmark not defined.
3.3.5. APEEE Stand and Raffle	Error! Bookmark not defined.
3.3.6. Logo contest	Error! Bookmark not defined.
4. Financial Management @Stefan Petrovski + Director	Error! Bookmark not defined.
5. Challenges and Lessons learned 2024-2025	Error! Bookmark not defined.



6. Perspectives for the next school year.....**Error! Bookmark not defined.**



1. Overview of the APEEE main activities in 2024 -2025

1.1 The APEEE administrative structure and composition

1.1.1 VP for Administrative Affairs

@Marianna Cosco + Director

1.1.2 VP for Pedagogical Affairs- Pedagogical Working Group

1.1.3 The APEEE IV as part of the Interparents federation

2. Services reports

2.1. Canteen / Cafeteria @Adja Awa Sissoko + Manager Canteen

2.1.1. Introduction & Staff

2.1.2. Activities performed

2.1.3. Statistics

2.2. Transport @Jourdan Toujarov + Manager Transport

2.2.1. Introduction & Staff

The mission of the transport service is to offer students from nursery to secondary and from all linguistic sections the possibility to travel between home and school in the morning and school and home or nursery in the afternoon.

We also offer occasional travel on our routes with the help of tickets, available for sale on our online registration site.

Our Goals

The goals of the transport service are:

- To ensure the safety of all pupils during the journey;
- To train bus monitors on preventive measures in the event of an incident in order to best meet the above objective;
- To keep travel time to a minimum.



The Transport Office Team

The Transport service is comprised of a manager, full-time assistant managers, and a half-time support staff member, who mostly works as a bus monitor but also helps train the new recruits. When there is no transport, he can help us with admin tasks and filing.

Anne ROBERTZ – Transport manager

Linda MARTENS – Assistant Transport manager

Aude VAN DEN BOSCH - Assistant Transport manager

Daniela COTICI - Assistant Transport manager

Moustapha BOUMEDIAN – Support and bus monitor

The team of bus monitors

For the past three years, we have been moving away from having monitors working under a large series of regimes (ALE cheques, bénévolat, contrats APEEE) and professionalising the job by having the adult bus monitors hired via an external service provider named Group Cleaning & Services, who were already active in EEB2. Before the end of the school year, the bus monitors who hadn't signed a contract yet with Group Cleaning & Service were made aware of the fact that the next school year would be the only way for them to work with us. Out of 23 ALE worker only one has signed a contract. Same with the bénévoles (volunteers): only 1 out of 13 signed a contract with Goup Cleaning & Services. Both statuses are actually a way for people who are unemployed to safely earn some money, while still being considered unemployed and receiving unemployment benefits.

The goal is to have all the adult bus monitors hired via Group Cleaning & Services and have the student monitors hired and paid as volunteers. We also have one monitor hired under a contract with the APEEE and who is combining hours working for Transport with hours working at the Canteen.

2.2.2. Activities performed

- **Transport Subscriptions**

The school population is quite stable now and the number of subscriptions remains similar, which in return means we don't need to create multiple new bus lines

	2022	2023	2024
Subscriptions	2568	2651	2785
Price	1.731,33 €	1.950,00 €	2.167,88 €
Morning bus stops	331	349	349
Wednesdays stops	371	334	329



Morning bus lines	53	54	54
15:20 departures lines	32	23	24
16:10 departures lines	35	35	35
Wednesdays lines	50	49	49
Adult bus monitors	66	71	122
Student monitors	19	33	49
Bus companies	10	11	11

- **Together school: the boarding list and tracking app**

In 2023-2024 we had our first complete school year using the app. The KPI (Key Performance Indicator) collected made it possible for us to more easily assess seat availabilities allowing, in turn, to be accepted on bus lines that were officially full (i.e. based on the number of subscriptions) instead of remaining on the waiting list. The same applied to the possibility for parents to buy tickets.

On the parents' side, being able to track the bus as it is on its way to their stop must have relieved most parents from the daily stress of wondering if the bus is late or even running at all. The in-app notification system allows the Transport service to reach all the actual users on the particular day the notification is sent, since the contact details are automatically updated daily.

What could be improved to avoid mis-selection of a student when checking them in would be having the monitor's NFC devices read the student's cards instead of the monitor having to check the name by hand on their devices. We are working on such a solution together with the developer and the school, since what we need to put into place requires special contracts between the APEEE, the school and the app developers (Together School). We are looking for a resolution during school year 2025-2026.

- **Follow up on the number of trip cancellations by bus companies**

We keep seeing the benefits of reducing the number of routes for the return trips at 15:20. As shown on the graphic, a better balance between the number of bus lines, in the morning and on the return trips, has drastically reduced the number of return trip cancellations, which makes life so much more comfortable for students and parents alike. The number of morning trip cancellations has also continued to decrease. Besides this, the use of the Together ESB4 app improved communication towards parents as they receive it in their app. We can also pinpoint notifications for a particular stop or even a single parent. Being able to track their child's bus as it reaches their stop, or not, is very helpful and gives everyone peace of mind when it allows them to get organised more quickly.



- **Looking ahead**

As mentioned, we are professionalizing our bus monitor teams and setting up a training program with the Group Cleaning & Services team.

As we are using the Together ESB4 app more and more, we seek to improve it and work toward an integration with the module developed and being tested for the Extracurricular service. Being able to read the student badges instead of checking their names will lower the occasional human errors when checking students as present or absent from a bus trip or an activity.

There are improvements we could bring to the service on so many levels, especially proactively but during 2024-2025 we could feel how we are actually understaffed and have been reacting too many times, while with more time and staff we could plan and prepare more ahead of possible issues. We are looking into the having a fifth full time Assistant Transport manager.

Another important objective for 2025-2026, with the support of the Director and the Board members, is to create an Updated Strategy Paper for the Transport Service updating the procedures and implementing new protocols to improve the service.

- **Financial results**

There has been a very favorable development of the financial results of the Transport over the last recent year. Please find below the evolution of the financial results for the transport service:

	2022-2023	2023-2024	2024-2025
Incomes	4.265.956€	5.105.543€	5.738.896€
Expenses	-4.083.182€	-4.965.687€	-5.169.161€
First result	182.774€	139.856€	569.735€
Management fees ¹	-228.798€	-222.136€	-225.834€
Final result	-46.024€	-82.281€	343.901€
% Profit / total revenues	-1.08%	-1.61%	6%

¹Management Fees are the costs - *not directly linked to a service/department* - of:

- Director, HR/Accountant, Communication resp. & Secretary.
- APEEE structure (IT, furnitures...)
- Fees (Chartered accountant, auditors, lawyers...)

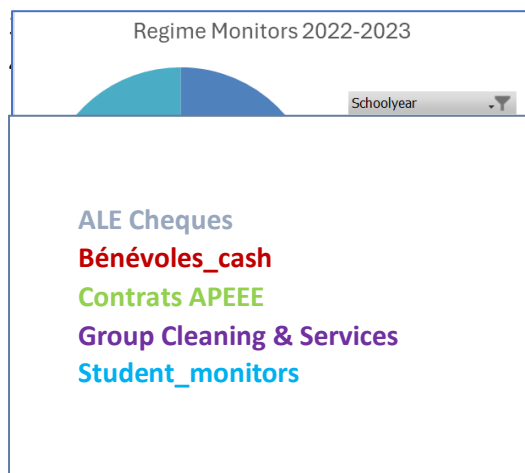
reduced by the annual membership fees paid by each family.



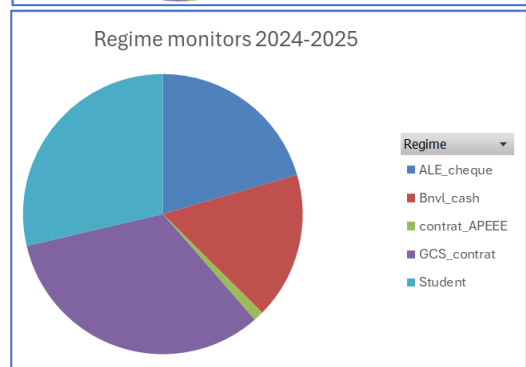
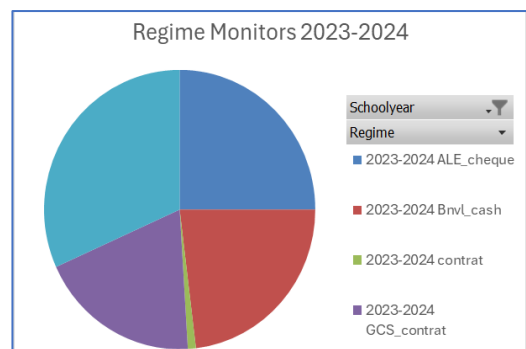
2.2.3. Statistics

Bus Monitors:

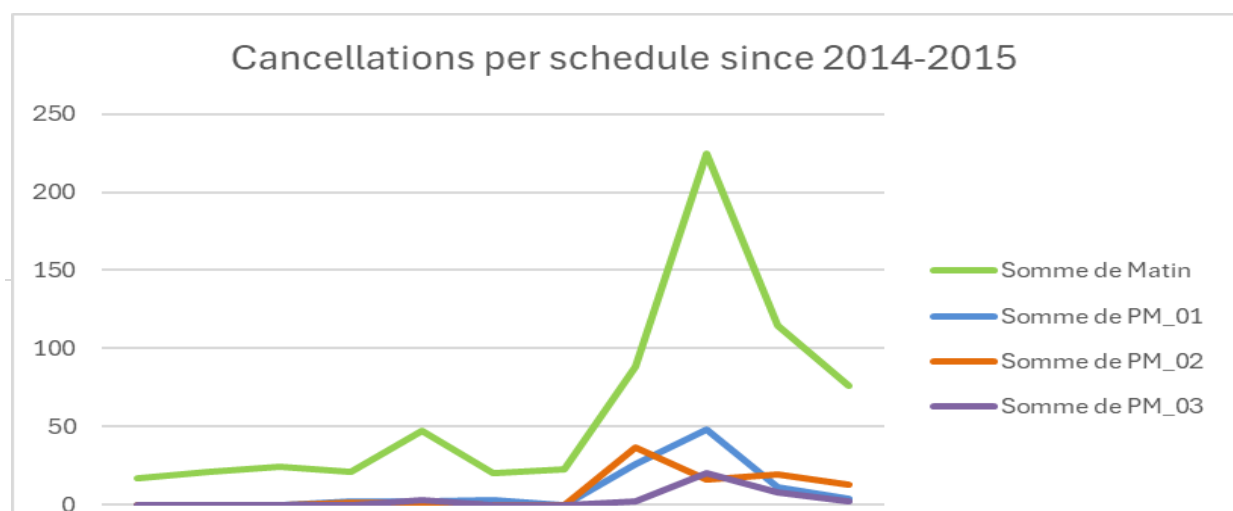
In the graphs you can see how this shift has been evolving over the past three years.



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Cancellations





10.1. Extracurricular activities @Angela Guarino + Manager Periscolaire

10.1.1. Introduction & Staff

10.1.2. Activities performed

10.1.3. Statistics