

**APEEE BXL II – WOLUWE
BOARD REPORT**

Date	: 21 June 2018 from 19:00
Location	: Canteen – Woluwe
Present (14)	: Ruta AVULYTE-JELAGE - Manuela CARAMUJO - Ana DUMITRACHE (left at 8:45) - Sanjee GOONETILAKE - Katarzyna HOREMANS - Jeroen JANSS - Saida KHANBOUBI - Albert RAEDLER (left at 21:07) - Guido RICCI - Andreas ROGAL - Johanna SAARENTALO-VUORIMÄKI - Bettina SCHMIDBAUER-MOGENSEN - Francesca TUDINI - Jan VON PFALER
Absent (8)	: Vanessa Aulehla - Mounia BENYAHIA – Anthony BISCH - Christian BONDESON-EGGERT - Bengt DAVIDSSON - Jovita LAZDINIENE - Cristina P.M. SARMENTO - Johan MELANDER
Others	: Anja GALLE, Director of the APEEE Colm Kehoe, teacher Marie Houlot, student Finnish section Alma Kalstenius, student Swedish section Francesca Marchetti, student English section Katriina Surquin, student Finnish section

I Presentation of BRUMUN (Brussels Model United Nations Conference): Presentation by M. Houlot - Secretary-General, A. Kalstenius - Deputy-Secretary General, F. Marchetti - Conference Manager, K. Surquin - President of the Media Club.

Information is given by the students how the Brussels Model United Nations conference works. They shared their experience of the BRUMUN in Munich. Only 7 students of our school could attend the BRUMUN in Munich. In March 2018 the BRUMUN conference was organized at our school and this time about 100 students could attend. The experience of interacting with other nationalities and cultures has been very valuable for them. The Brussels Model United Nation Conference creates many opportunities and the experience of participating in such a conference is extremely rewarding and enriching.

The next BRUMUN will be organized in February 2019. A venue is still not found, the help of APEEE is requested.

Action point: S. Goonetilake and J. Janss are coordinating APEEE support. A. Dumitrache, J. von Pfaler and B. Schmidbauer-Mogensen will look for possible sponsors in order to find a venue at the Economic and Social Committee, EP C, possibly during the Strasbourg week and at the EC. If anyone has another suggestion or contact for a big venue during several days, please contact S. Goonetilake or J. Janss.

Presentation of Media & debate club by Mr Kehoe, teacher: Mr Kehoe explains about the Media Club and the Debate Club. Students can participate as of S3 the Brussels Model United Nations Conference and as of S1 in the Debate & Media Club. It's important to keep this going after Mr Kehoe leaves the school. At that moment it will be important to replace the film & recording equipment which now belongs to Mr Kehoe. Students' presentation was self-evidence of the success of these initiatives. Mr Kehoe also mentioned the valuable contributions of Mr Cortes and Ms Tumbleton who are already helping with the Debate Club during all their free time and who will take over the Debate Club when he leaves in 2019. He was grateful for the encouragement and appreciation efforts made by APEEE and asked if APEEE could help to ensure the continuation of these clubs which are voluntary efforts of the teachers and students of the school.

F. Tudini thanks the students for the presentation and congratulates them with their achievements in the BRUMUN conference, the Debate and Media Club. She also thanks Mr Kehoe for the creation of these initiatives which create such wonderful opportunities for the students and the hard work put into it in order to keep it going and turn it into a success.

In principle the Board agrees to support the Media Club and the Debate club, as well as the initiatives concerning the BRUMUN conference.

Action point: S. Goonetilake and J. Janss to send a proposal for support of the Debate Club, Media Club and the BRUMUN to the Board for the September Board meeting. F. Tudini to investigate with the school how to support these initiatives together.

II Agenda points:

1. Approval of the agenda: Agenda is approved taking into account changing point on "action on drugs" from point IV to point III.
2. Approval of the minutes of the Board meeting of 23/5/2018: minutes are approved and will be published on the APEEE website and sent to the info class reps for distribution to the parents of their class.
3. Meetings & attendance question:
 - a. On 22/6/2018 meeting with Mr Marcheggiano concerning the impact assessment study. F. Tudini to attend.
 - b. On 22/6/2018 at 11:00: meeting Group de suivi on the temporary school for S6+S7 students. F. Tudini to attend.
 - c. On 25/6/2018: meeting with school management at 8:30. F. Tudini, J. Melander, S. Goonetilake and A. Galle to attend.

III Discussion points and vote:

1. **Action on drugs:** M. Caramujo mailed information on the topic to the Board members. Question is asked whether the Board agrees to send a clear message:
 - a) to the school administration, saying that we support them in their effort to make of our school a "zero tolerance school".
 - b) to the parents, saying that we are aware of the situation and that we support the school administration in their task to make the school a "zero tolerance school" and will work with school for the establishment of a prevention program.

Discussion is held on the topic. Proposal is made that a message be passed on to the parents that they can trust the APEEE and come to the APEEE to share their story in confidence. It's important to inform the parents that the Board takes the drug issue very seriously

Proposition: to give mandate to M. Caramujo to prepare a message to be mailed to the school management, as well as a message to the parents.

Votes: all voted in favor

Decision: M. Caramujo to prepare a message for the school and a message to the parents, and share with the Board before distribution.

Action point: M. Caramujo will prepare a message during the summer break in order to be send in September.

IV Any other business:

- 1) **Creation of a temporary site for S6-S7 students:** information is given about the task force organized by the Belgian authorities. They are considering the opening of a school site for all S6+S7 students from Woluwe & Ixelles, close to the Art Loi Metro station as of September 2020. Decision to be taken by the Board of Governors in December 2019.

Question was asked why Ixelles and Woluwe? The Sec Gen had replied that in terms of transport these sites are close to the metro, which will make it easier for teachers to go from one site to another.

Remark was made that if all S6+S7 be together there will perhaps be more options available but the idea is to keep the schools separated for administrative reasons. At the moment there are no labs present in the building, but these would be constructed. Another issue is the separation of sites for the organization of the teachers. Moreover, no school busses will be organized. A canteen is onsite, however only for 150 people. The SecGen considers that this will suffice for the 1500 students that have to move there, as they can buy sandwiches outside.

Proposition is made to wait until after the Groupe de Suivi meeting of 22/6/2018, and then send a message to the parents to tell them that the APEEE is following up on the issue.

Action point: F. Tudini to send a report on the Groupe de Suivi meeting of 22/6/2018 to the Board.

Action point: F. Tudini to prepare a common message to be mailed to the parents on the topic.

2) Educational support: budget working group approved the budget request for activities of the WG Educational support 2018-2019. It consists out of:

- info evening in November 2018
- event on "gifted kids / enfants surdoués"
- event on "support to families with disable children".

Decision: the total request for 1500 euro has been approved for the budget 2018-2019.

3) Interparents: information is briefly given on the language policy topic and the cost sharing agreement project.

4) CEA: information is given that some parents (Italian section) had asked for their children to be enrolled in Berkendael. But since there were not sufficient requests for the same class, it was not accepted. However, if there are sufficient parents who would like to have a class in Berkendael this can be arranged. This should be valid for all sections.

5) Topics for meeting with school management on 25/6/2018: list of topics were sent to the Board members.

- Debate & Media club
- Difficult working conditions on the 3rd floor primary building
- Canteen & logistics

Action point: F. Tudini to resend the list to the Board.

6) Self service project: The objective is to have the self service operational as of Monday 10/9/2018. However, several things are to be done first such as:

- Electricity works for the self service needs to be done in the canteen of the teachers by the Régie des Bâtiments. No news yet when this will be done.
- Installation of a new server in the canteen in order to connect the software (connecting the cash register, Bancontact and the BIV software for ordering food on the computers etc).
- The self service material is planned to be installed during the week of 10 July.

The canteen working group agreed to offer a more elaborated salad bar for an initial trial period from September to December 2018. This is possible if an extra person is assigned to prepare the salad bar. If after these 4 months the salad bar continues to be a success the project can be continued and the person could be hired with an indefinite contract.

Proposition: Cost for assigning a person for preparing the salad bar is 7.875€ for the trial period from 1 September to 31 December 2018.

Decision: The budget working group has voted in favor for this proposal. This is for the budget 2018-2019.

7) Feedback clear air project: B. Schmidbauer-Mogensen has prepared an article on clear air. The Board members are welcome to send their comments on the article. Once the final version is ready it will be send to the parents and this before the summer break.

8) Health, safety & security:

- difficult working conditions on the entire 3rd floor primary building: the working and studying conditions on 3rd floor primary building are very poor with unbearable indoor temperatures even during 'normal' weather days. This problem is a priority and we support school to find robust technical solutions, e.g. to install AC in all class room. Part of this is also to get a better knowledge of the legal OHS framework in Belgium.

Action point: B. Davidsson to contact D. Van Geel to discuss solutions.

9) Update on the welcome & community working group:

- Welcome coffee: welcome coffee event on 18/6 was a success. This was the first time current parents were invited as well. About 50 parents attended the event. Special thanks to everybody who helped out.
- Welcome brochure: the welcome brochure has been updated and has been mailed to the members of the welcome committee. The final version will be published on the APEEE web-site.
- Welcome cocktail on 4/9/2018:
 - invitation letter with registration link in name of European School & APEEE needs to be prepared and to be mailed to the new parents in time.
 - Board members to help find student volunteers who would like to help with the guided tour for the new students on 4/9/2018.

Action point: Ana to lead the organization of the next steps. Francesca to propose to the school the co-signature of the invitation letter

Next Board meeting will take place on Monday 17/9/2018 at 19:00 in the canteen of the teachers.