

APEEE BXL II – WOLUWE
BOARD REPORT

- Date : 27 May 2020 from 19:00 to 22:45
- Location : ZOOM conference call
- Present (20) : Tatiana ALMEIDA - Vanessa AULEHLA - Bengt DAVIDSSON - Sanjee GOONETILAKE – Giles HOUGHTON-CLARKE (Chair) – Raquel JIMENEZ LOPEZ - Szilvia KALMAN - Natalia KARPENKO - Roberta MAGGIO - Minna MELLERI - Elita PETRAITIENĖ – Renate REPPLINGER-HACH – Sara RODA - Andreas ROGAL – Suzana ROSEIRO - Bettina SCHMIDBAUER-MOGENSEN – Michael TEUTSCH – Marjo TOIVO - Francesca TUDINI - Anna YAVORSKA
- Absent (1) : Anthony BISCH
- Others : Anja GALLE, Director of the APEEE
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I Agenda points:

1. Approval of the agenda: Agenda is approved accepting the request to move point 1.b up and take point 1.a after that.
2. Approval of the report of the 28/4 Board meeting: Board meeting report is approved.
3. Approval of the report of the 7/5 Board meeting: a couple of changes are requested to the Board report. A. Galle to implement the changes and send report back to the Board to be approved at the next Board meeting.

II Discussion points and vote:

1. Update on Corona virus:

- a. Distance learning and school reopening: information is given that a new task-force has been formed within Interparents to brainstorm and discuss the September reopening of the school. There's also a task force on distance learning within Interparents.

In our school at Woluwe we still seem to be in a brainstorming mood and there's no position taken yet on the September reopening.

At the ES in Frankfurt they are organizing a hybrid teaching pilot project (students in classes with camera's), meaning using the best elements from the distance learning on one hand and students being present in the class room at certain times on the other hand. It seems that it would cost up to 7000 euro to equip 1 class room with the necessary equipment in order to organize such hybrid teaching.

Feedback is given on the meetings which have been taking place with the Deputy Secretary General. A guideline document has been produced and the question is asked whether we would like to pass on this document to the school management and see a proper discussion on the topic?

Proposition is made to organize a meeting with the working group members of CEP&M, CEES & distance learning to discuss the distance learning and September reopening.

Discussion is held on the distance learning and September reopening and following questions were asked:

- What happens in case the European school doesn't follow the guidelines of the Belgian authorities.
- How will the reopening in September effect the primary students?
- How to deal with the on-line teaching, since the online teaching tend to take time and things are going slower? How will this be handled next year?
- How will teachers teach and can they refuse to come back to school, how will they teach while having children at home?
- Can we ask the school management why they do not consider to reopen fully as of September?

Information is given on the meeting which took place with Ms Malik, the Director of the school. During this meeting she outlined that there are 2 scenarios which are being looked at for the reopening in September:

- a. A scenario consisting of 3 weeks on-line teaching and 1 week coming to school to do certain projects, and this per year level.

b. A more traditional scenario.

As of 2 of June the school management will start discussing the options and there might be in due time a confirmation concerning the chosen module, which will then allow us to see how to move forward for primary and secondary students. Ms Malik has delegated the pedagogical aspects to the Deputy Directors.

Propositions and ideas of Board members are being discussed and opinions shared. Hereby a short overview of the concerns & ideas:

- Information is given that it's important to discuss per year level because the topics are different. The Belgian law sets the frame, but it's not mandatory to follow in details, the ES just cannot go further than the Belgian law. Concerning the curriculum & projects, this was already in the Covid 19 exit document which was distributed.
- It's important to receive clarifications soon that the school will prepare the students for a normal BAC in 2020-21.
- Opinion is given that considering pupils back to school for 1 week per month to do projects and 3 week of distance learning is something which cannot be done for the primary students meaning for example 1st primary students need to be at school in order to learn properly the basis. School management should now be motivated by the APEEE to get ready for September and prepare for the worst scenario. We need to ask the Director to consider all the different aspects, and to distinguish the differences between the different levels.
- Point is made that if blended/hybrid learning (combining some distance learning with some physical school presence) is to work the school will need to work hard now in order to have a workable solution for September.
- The APEEE could ask the school to think outside the box in order to explore all possible options for teaching.
- Information is given that not all ES in Europe take the same line: in the Netherlands the ES reopens completely.
- In primary no education happens without the parents, even in P5. The parents have to supervise them and help them with learning. School is also not only about this kind of learning, school has also a social & cultural aspect.
- Looking at the Nordic countries, teaching outdoors could be an option. Teaching outdoors is less dangerous.

- For distance learning several things need to be improved. We need to understand that teachers have made big efforts concerning the distance learning, but we need to acknowledge that it can cause stress.
- Parents in DE section have suggested a second survey on how distance learning is going in order to see what functions well and what needs to be improved.

Organize a survey on distance learning is a good idea. It might be too complicated to ask parents about the September options, because that might be too complex. Except if we would keep it on a general level such as asking whether the parents would like to keep their children at home in September or not.

- It would have been good for the school if they would have first set the objectives per level and then find the best module. For the moment, it seems they are taking the other direction. The school is looking for a solution which is organizational viable, and then adapt it.
- Question is asked whether there's any new on the P5 transition? Is anything scheduled for this?
- The coordination with the institutions is also to be thought of. The opening of the schools will have an influence on the working conditions of the institutions. If children have on-line learning 3 weeks per month they will need a parent to be home with them.
- Since we do not know the situation with the virus outbreak in autumn yet, it's important that the school has prepared different plans for different situations.

Conclusions & action points:

- 1) Does the APEEE wants the school to do the maximum they can in terms of having the greatest number of children come back to school up to the ceiling of restrictions put by Belgian law for the reopening in September? And if possible a full opening in September?

Vote is taken and majority of Board members agree with this statement that school should do the maximum.

- 2) Does the APEEE wants to ask the school to think out of the box in order to maximize the opportunity for a maximum of the students have a learning experience (in the woods, outside etc.).

Vote is taken and 13 Board members voted yes, and 5 abstained. Statement is therefore approved.

- 3) How to organize hybrid learning – does the APEEE want the school to set out objectives for distance learning and defined ways that it will be delivered, in a structured fashion with quality assurance in place, with a clear plan per year level?

Vote is taken and majority of Board members agree with this statement.

- 4) Should the APEEE go back and ask parents about experience in distance learning by organizing another survey in order to identify learnings about where improvements can be made?

Vote is taken and majority of Board members agree to organize a new survey on distance learning.

Action point: V. Aulehla to put together working group consisting out of Representatives of CEES, CEP&M and distance learning to further discuss the 4 approved conclusions.

b. Services:

- i. Update on overall financial position: V. Aulehla gives an overview of the APEEE reserves which show a total amount of 1.698.415,18 euro of which 1.061.242 euro is reserved for the passif social.

The passif social is a requirement which the AISBL obliges to make sure there are sufficient funds available to pay the staff in case the AISBL would have to close down. It's therefore important to always assure that the total reserves stay above the amount of the Passif social.

From the total amount of the reserves the following amounts might have to be deducted in 2020:

- 200K: the AISBL has received a note from the Commission PMO to reimburse 200K in 2020 for the transport service, which therefore will need to be deducted from the total reserves.
- 200K: possible more transport claims from other institutions
- 127K: the amount the APEEE will have to pay in case the school remains closed for another 3 months as of September and no invoices will be sent to the Parents paying themselves for transport.
- 60K for costs to cover other expenses during the closure period

In case the above mentioned reimbursements are to be done, it will bring the amount of total reserves under the Passif social reserves.

- ii. Transport compensation fee for the bus companies: M. Melleri briefs the Board on meetings between the 4 Brussels schools and the PMO office of the Commission, which reimburses the APEEEs for Commission staff school transport expenses. The PMO has been asked whether it will countenance paying a fee

to the bus companies the APEEEs use to assure their financial stability. The bus companies are requesting an amount of 28% or more of their normal invoice amounts. The PMO have declined to provide such an assurance. Ixelles and Uccle APEEEs propose therefore to pay an amount, settled at 15%, from their reserves. Woluwe and Laeken are to decide on this.

Taking into account the unclear and unstable situation, and not clear plans on how transport will have to be organized next year, the budget group does not advise to pay 15% from the APEEE reserves, as this would cost a further €120K, taking our reserves close to or below the minimum. This is considered imprudent in the current uncertain financial climate, where there could be significant claims on our reserves going forward.

The 4 APEEEs have prepared a letter to Commissioner Hahn to apply for financial help in order to help the bus companies. All Board members have received a copy of this letter.

The Cahier de Charge of APEEE Bxl II stipulates the following:

§ 5. Les contrats en cours sont résiliés sans préavis lorsque le service perd tout objet faute d'élèves à transporter ou dans le cas où l'Ecole Européenne de Woluwe ou une autre Autorité interdirait au donneur d'ordre de poursuivre ses activités telles que décrites dans ce contrat. Cette résiliation donne droit pour le transporteur à une indemnité de 3 % sur le solde de la période contractuelle, avec un maximum de 5000 €. § 5.

The current contracts are terminated without notice when the service loses all object for lack of pupils to transport or in case the European School of Woluwe or another Authority would prohibit the client from continuing its activities such as described in this contract. This termination gives the carrier the right to compensation of 3% on the balance of the contractual period, with a maximum of € 5,000.

1. **Vote is taken** on applying the compensation fee of 3% as stipulated in the cahier de charge: Majority of Board members voted yes to applying the compensation fee of 3% as stipulated in the cahier de charge.
Decision: bus companies will be able to invoice 3% to the APEEE for the period of 19 March to 3 July 2020, or in case of reopening of the school until 5 June 2020.

iii. Extra-curricular activities – reimbursement to parents:

After analysis and discussions, the budget working group proposes to refund parents whose children are registered for the extra-curricular activities the full balance in the accounts after deductions of costs. This is approximately 170K and will be reimbursed on a pro-rata basis. The Extra-curricular activities budget will end the year with a zero balance. A communication to parents will be prepared.

1. Vote 1: vote is taken on whether the APEEE wants to pay back the 170K to the parents whose children are registered for the extra-curricular activities. 15 Board members voted yes and there were 3 Board members who abstained. Decision: reimbursement of 170K to parents who registered their children to the extra-curricular activities has been approved.
2. Vote 2: vote is taken on the proposal to give the parents the opportunity to choose between receiving a voucher (credit note) or get an immediate pay back. Majority of the Board members voted yes. Decision: parents will be offered the 2 options (voucher and/or immediate refund).
3. Vote 3: some parents have very generously indicated that they do not want to be reimbursed. Vote is taken whether parents should be offered the option to leave the money to the APEEE. Majority of Board members voted no, 2 Board members abstained and 4 Board members voted yes. Decision: parents will not be offered the option to leave the reimbursement money to the APEEE.

The APEEE is very grateful for the proposition of several parents to not be reimbursed for the extra-curricular activities or other services. This is a token of high appreciation of the work done by the APEEE and its staff and the gesture is greatly appreciated. The APEEE however believes that it will be able to manage its finances this year without the need for such recourse. The view is expressed that there might be issues about how such donations could be accounted for

2. Nato update: update is given on the status of the Evere site. The 4 APEEE Presidents have written to Mr Marchegiano to ask for the next Groupe de Suivi to be convened to review/prepare a revised plan for the Evere site, as requested by the Board of Governors. Mr Marchegiano replied that he didn't see the need for another meeting. There are many critical elements that remain outstanding, which must be resolved quickly. The 4 Brussels presidents are discussion how best to proceed:
 - Whether the siblings can be split over several sites? Mr Marchegiano asked for legal advice, but no outcome on that legal advice is available
 - The Belgian authorities have introduced a mobility plan to reduce speed in Brussels, which is likely to extend bus journey times. It is necessary to review whether the policy of not taking into consideration home address when setting enrolment is still sustainable?
 - The plan prepared for the BoG counted all new enrolments in key sections for Evere, yet also assumed the same pupils will go to Uccle - this needs to be re-planned

- The plan assumes significant enlargement of secondary in EEB1 and EEB2 but includes no provision for structural changes to accommodate this. RdB confirmed they have not been asked to review any such works
- The BoG requested the plan presented be linked to the eventual 5th school. This needs to be undertaken.

3. Working groups

- a) School community building: is postponed to the next Board meeting
- b) Compliance & risk assessment: is postponed to the next Board meeting.
- c) IT group: is postponed to the next Board meeting.
- d) Interparents: information is given that an extraordinary meeting of the Joint Teaching committee is scheduled for next Friday, and Interparents will have a prep meeting on Tuesday. The agenda has only 2 points: Covid 19 follow up and temporary measures of languages test. R. Repplinger-Hach confirms that the school should deal with the BAC 2020-2021 early and in time. A. Rogal proposes to put this forward via Interparents.
- e) CEP&M: is postponed to the next Board meeting.
- f) CEES: is postponed to the next Board meeting.
- g) Canteen: is postponed to the next Board meeting.
- h) Transport: is postponed to the next Board meeting.
- i) Budget group: is postponed to the next Board meeting.
- j) Health, Safety & Security WG:**
- k) Communication WG: is postponed to the next Board meeting.
- l) Enrolment policy group: is postponed to the next Board meeting.
- m) Active community WG: is postponed to the next Board meeting.
- n) Welcome committee WG: is postponed to the next Board meeting.
- o) Educational support working group: is postponed to the next Board meeting.
- p) Task forces:**
 - Mobility programme: is postponed to the next Board meeting.
 - Digital privacy awareness: is postponed to the next Board meeting.

IV Any other business: suggestion is made to organise an interim Board meeting to discuss the feedback to be given on distance learning following the internal review and consideration.

Next Board meeting will take place on 25/6/2020 at 19:00 via ZOOM conference call.