

**APEEE BXL II – WOLUWE
REPORT**

Date	: 7 May 2020 from 19:00 to 22:00
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 REPLINGER-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 Ferhan PELISTER, APEEE Administration

I Agenda points:

1. Approval of the agenda: Agenda is approved taking into account a point under AOB on confidentiality agreement.

II Discussion points and vote:

Information is given that school reopening will not be harmonized in the different countries but will be harmonized for the 4 Brussels European schools. The school director of our school asked the view of all stakeholders and Ms Malik is open to discussion and listening to all sides and stakeholders. School will take the ultimate decision and responsibility on the re-opening in May.

Discussion is held on blended learning and distance learning task force group is welcome to collect information on best practices from all sections at our school. This could be a good opportunity to improve all facilities to blended learning. It is informed, as reported by headmistress Ms Malik, that the school will probably only partially reopen in September, ie no more than 50% of pupils on the school site at any one time in order to allow physical distancing measures.

Action point: taskforce distance learning to collect the best practice from the different sections on distance learning to share with the school.

Since there are great uncertainties on the corona virus, its development, spread and impact on the population, and likewise its impact on the school community, our school management should prepare for hybrid teaching (both online and on-site and a blend thereof). Preparing for the next school year, some Board members therefore argued they would like the school to test in June how this can be delivered most effectively through different technologies and teaching approaches. This is a new way of teaching and we need to learn how best to deliver it.

A. Yavorska gives update about call with Ms Malik to discuss recommendations concerning educational support. They discussed the idea to launch a survey on Educational support and

try to help special needs children, their parents and also help their educational support teachers to understand all the challenges better and try to improve what is needed. Decision was taken to organize a survey in cooperation with the educational counsellors and the school.

A. Yavorska will send the draft survey, which has been prepared by the Educational support working group, to the school management and the counsellors and ask their input and feedback.

S. Goonetilake shares with the Board an incident which happened concerning the recording by a student of the on-line class on TEAMS. She proposes to ask the school to teach the students the do & don't about how to use TEAMS in a safe and secure way.

1. Others:

- a. Letter of Ms Malik regarding end of school year for Secondary pupils until 3 July: several parents shared questions with the Board after having received the message of Ms Malik concerning the end of the school year for secondary pupils until 3 July.

The APEEE notes that the school is obliged to offer 180 school days of lesson. Until this year they were not able to comply with this requirement because of the organization of the BAC. It has been a long time request of APEEE that this 180 day requirement is met, therefore the Board agrees to support school on this.

Parents who may have questions or comments can send them directly to Ms Malik.

- b. Feedback from parents on NATO site: The Board has received lots of comments, feedback and suggestions from parents and they have taken them into account in their internal reflection and also while discussing this topic with the other parents associations from Brussels.

As a result, the four APEEEs were able to produce a joint position on the report of the Secretary-General presented to the Board of Governors of the European Schools. While pointing out several inconsistencies and shortcomings of the referred proposal, the APEEEs' joint position urged the Office of the Secretary-General of the European Schools to produce a in-depth study on the criteria that should preside the future populating of the Evere temporary site, as well as its practical consequences in relation with the existing European Schools in Brussels. It also requested further details on how the temporary site will relate to the projected fifth school.

The parents' concerns were also welcomed by the Board of Governors at its meeting. It was thus decided to request the Office of the Secretary General to produce a comprehensive and further detailed report on its proposal for the Evere temporary site. We are now waiting for this report to be presented.

The Nato taskforce will continue to collect the feedback from the parents. At the moment there's already a large document with all the issues which are to be addressed. A new issue is the possible presence of asbestos on the old Nato building. The works to bring down the ancient Nato headquarters would be at the same time of the installing of the new school. We are awaiting the official confirmation on this, because this needs to be done properly, and in a safe way. If Evere would continue to be considered as an annexe of Woluwe there will be substantial works required at Woluwe in order to accommodate an expanded secondary, including new scheme labs, converting primary facilities for Secondary etc. Concern is expressed that if this is not planned now, the school will not be ready to accommodate additional secondary pupils in September

Action point: Nato taskforce will send an update communication to the parents this week.

- c. Volunteers: information is given on a legal matter which the Board is facing concerning the volunteer parents. Volunteer parents are very much welcome to help and we appreciate their work. But we have to be aware that there are different levels of volunteers : on one hand the external activities which involve a lot of volunteers (Footfest, Christmas market etc) and on the other hand, the volunteer parents participating in the Board working groups.

Working groups are composed of Board members, who are elected and have received a mandate. If volunteer parents, who are not elected and have not received a mandate, join a working group they should be bound to the same rules as the Board members such as confidentiality and ensuring they only express opinions in meetings with counterparties that are in line with APEEE policy. Recently the APEEE has experienced a volunteer forwarding confidential emails to the school and volunteers taking their own position on issues in meetings with external parties without checking with the APEEE.

There are several ways to deal with this:

- a) There's a restricted approach which is not to allow volunteer parents to join the working groups and not participate in working groups which require confidential information. And if exceptions are needed, they can be requested to the Board and voted on.
- b) There's a softer approach, that volunteer parents may be allowed to participate if they sign a confidentiality agreement and they agree that they are in the working group for the APEEE and not for themselves.

Reflection of the Board is asked on this topic. Proposition is made that a structure and set of rules should be proposed for the volunteer parents, both with respect to confidentiality, so they are bound by the same rules as board members with respect to information they received through the APEEE, and secondly with respect to their role when engaged in APEEE business with counterparties.

Action point: T. Almeida to prepare a proposal concerning the structure and rules for the volunteers. T. Almeida to send a kickoff document to the Board for their input and feedback.

- d. Wellbeing survey status update and next steps: an overview is given by B. Davidsson on how the Health, Safety and Security working group has evolved since 2017 and how the topic of Wellbeing has grown within the Health, Safety and Security working group since 2018, and the work done on the topic since then. He proposes to create a separate work stream within the HSSG for Wellbeing, given the importance of having a dedicated approach to this topic.

The project has now completed phase 1, which is the survey. there remains an outstanding action to communicate the survey results to parents (pupil communication has been done) and most important, to develop and implement an action plan to address the issues raised

It is agreed that for this next phase of the wellbeing project, Board members should be identified as the representatives towards the school authorities. This will ensure efficient communications and an effective organisation structure for APEEE towards this project. This approach is supported by the director, who would like to see a strong emphasis on project management for this project going forward. The two project lead representatives will be supported by a wider team within the workstream, but all communications with the school are to go through these 2 individuals.

It is proposed that these positions are filled by Tatiana, as VP Ped, in the position of project leader, with Szilvia taking the role of subject matter expert.

Sanjee Goonetilake, member of the Design Team of the Wellbeing survey who initiated the project in June 2018 expressed interest in being one of the contact persons with the project.

After a discussion, Sanjee Goonetilake withdrew her candidature from being a contact person with the school on wellbeing.

A vote is organized on whom from the Board will be the interface with the school on wellbeing.

Voting: majority of Board members voted in favour of T. Almeida and S. Kalman

Decision: T. Almeida and S. Kalman will be the only Board members communicating directly with the school management on the wellbeing survey project.

2. Workgroup activity plans

Presentation of the plans for each WG are presented for approval by the WG coordinators. Requested budgets will need to be submitted through the Budget group approval process and are not therefore approved at this stage.

- a) **School community building:** is postponed to the next Board meeting.
- b) **IT group:** is postponed to the next Board meeting.
- c) **Interparents:** is postponed to the next Board meeting.
- d) **CEP&M:** is postponed to the next Board meeting.
- e) **CEES:** All Board members received the priorities for 2020 for the CEES working group which are:
 - a. Exams / BAC 2020 in crisis situation
 - b. Monitoring implementation of distance learning
 - c. New Marking System / BAC
 - d. Key competences
 - e. Follow-up on pedagogical aspects of well-being survey
 - f. Career guidance
 - g. Transparency on teacher qualification (tbc)

Vote: vote is taken on whether the CEES WG can pursue the priorities presented.

Majority of Board members voted in favour.

Decision: mandate is given to the CEES to pursue the priorities for 2020.

- f) **Canteen:** canteen meeting took place on 7-5-2020. Report will be mailed to the Board.
- g) **Budget group:** is postponed to the next Board meeting.
- h) **Health, Safety & Security WG:**
- i) **Communication WG:** the mandate & objective for 2020 were mailed to the Board.

1. Communication between the APEEE board and the parents, in both directions.

2. Communication between the APEEE board and the ES authorities incl. EEB2 management

3. Communication between the APEEE and the 'outside world'

Vote : vote is taken on whether the Communication WG can pursue the priorities presented. Majority of Board members voted in favour.

Decision: mandate Is given to the Communication Working group to pursue the priorities for 2020.

- j) **Enrolment policy group:** is postponed to the next Board meeting.
- k) **Active community WG:** is postponed to the next Board meeting.
- l) **Welcome committee WG:** is postponed to the next Board meeting.
- m) **Educational support working group:** the mandate & objectives 2020 were mailed to the Board including a request for budget of 1500 euro for organizing conferences and lectures.
 1. Raise awareness and foster discussions on changing the attitude towards and better understand the pupils that need educational support with the school management, teachers, parents and pupils through launching discussion meetings, etc.
 2. Organize lectures on general school inclusiveness topics, as well as debates or similar events on specific or sectorial educational support topics (neurodiversity model approach¹, specific ASD challenges in adolescence, new educational support IT tools, early intervention in ASD in school context, etc.).
 3. Provide continuous feedback and suggestions for improving the distance learning experience for the pupils that require educational support (via surveys, discussion meetings, personal interactions with parents).
 4. Update the educational support APEEE webpage.
 5. Extend further contacts with the dedicated support groups of parents and other stakeholders in the European Parliament, Commission and other European institutions.

Event(s) should be organized inviting relevant expert(s). It can be a conference or a panel debate depending on the expert(s)' availability. We would like to foresee a budget of 1500 euros.

Vote : vote is taken on whether the Educational support WG can pursue the priorities presented. Majority of Board members voted in favour.

Decision: mandate Is given to the Educational support working group to pursue the priorities for 2020.

Note: all funding requests are to be directed via the budget group, which has a separate approval process, hence the above WG priorities approval does not constitute a commitment to the spending request.

n) Task forces:

- Mobility programme: is postponed to the next Board meeting.

IV Any other business:

- a) **Zoom:** is postponed to the next Board meeting.
- b) **Confidentiality agreement:** all Board members have received the request to sign the confidentiality agreement. Proposition is made to add it to the working methods.

Action point: F. Tudini to make a draft to amend the working methods document accordingly and send to the Board.

- c) APEEE staff: Comment is made to thank A. Galle and F. Pelister for all the work done and keeping the APEEE administration going during these difficult and unusual times. F. Tudini makes a comment for the record as well congratulating A. Jean-Villanueva and A. Sioen for the work done to prepare the different scenarios for a potential re-opening on 25 May and for September. The meeting with the staff members of the Extra-curricular activities department on Monday 4/5/2020 was very constructive and successful.
- d) Meetings: S. Roda proposes that all Board members who organize a meeting (call) send the information to A. Galle so that it can be recorded in the weekly overview, and therefore everybody can keep track of what is happening.
- e) BAC: information is given on the meeting with Mr Beckmann on BAC. A Written procedure will be launched which will detail the decisions of the BoG. Mr Beckmann is of the opinion that the BAC is cancelled and option 1 is on the table which needs to be implemented: the Pre-BAC represents 60%, A1 represents 20% and A2 represents 20%.
- f) SAC 11 May 2020: school is organizing a SAC meeting on 11 May. Board members are welcome to send their questions and topics which they want to address at the SAC meeting to the President.
- g) Statement from S. Goonetilake for the record:

"As a member of the Design team, I would like to inform the board that for the first time in the history of European Schools, EEB2 conducted a wellbeing survey on the Secondary School students in May 2019. It was initiated by the former board member Jeroen Janss. There was a 65 percent participation rate from the secondary students. This was thanks to the campaign the CDE did to promote the idea of honestly responding to the survey amongst the secondary students.

It was for the first time there was such close cooperation between the students, the parents and the school management. The project started in July 2018 and was concluded in May 2020. I would like to thank the students, especially Hugo Stanbury, CDE president and Levin Meinke who guided us in identifying areas to address such as "self-harm". I also would like to thank the deeply committed educational advisors Anne Raats, Sofie Vanlerberghe, Kirsten Meeus and the Principal Educational Advisor Lea Andries who was the driving force of this project. They have been working under challenging circumstances in an overpopulated school and I am really grateful for all the efforts they do for the "wellbeing of the children in the school". It would not have been possible without the commitment of all these individuals, the teachers of the Guidance team, the parents involved and all the unsung heroes of the school."

Next Board meeting will take place on 27/5/2020 at 19:00 via ZOOM conference call.