

# Association des Parents d'Elèves de l'Ecole Européenne

Bruxelles II Woluwe



## A Brief Introduction



10 February 2022

# APEEE Main Roles at School



- **Represent pupils' parents: exchange** with school e.g. Board of Governors, school's Administration Board, Education Councils, various councils and committees.
- **Provide services to pupils:** school bus, provide lunch, after-school activities

The representing role is established in the '[Convention defining the Statute of the European Schools](#)' (1994). Board of Governors recognises parents' Association, article 23.

Board of Governors has established the '[General Rules of the European Schools](#)'. The role of Parents' Association is especially mentioned in articles 2, 5, 21, 35-38.

# APEEE Mission Statement



*An excellent education for all children*

- **Represent the interests of parents and pupils** towards the school authorities and other stakeholders.
- Ensure that the **Convention and General rules** are adhered too.
- Work with school management and Secretary General to **deliver high educational standards and optimum results** for all pupils.
- Achieve a **broad educational experience** that includes cultural, sporting and personal development.
- **Deliver essential services** in Transport, After school activities and Canteen.

# APEEE Governance



## Annual General Meeting

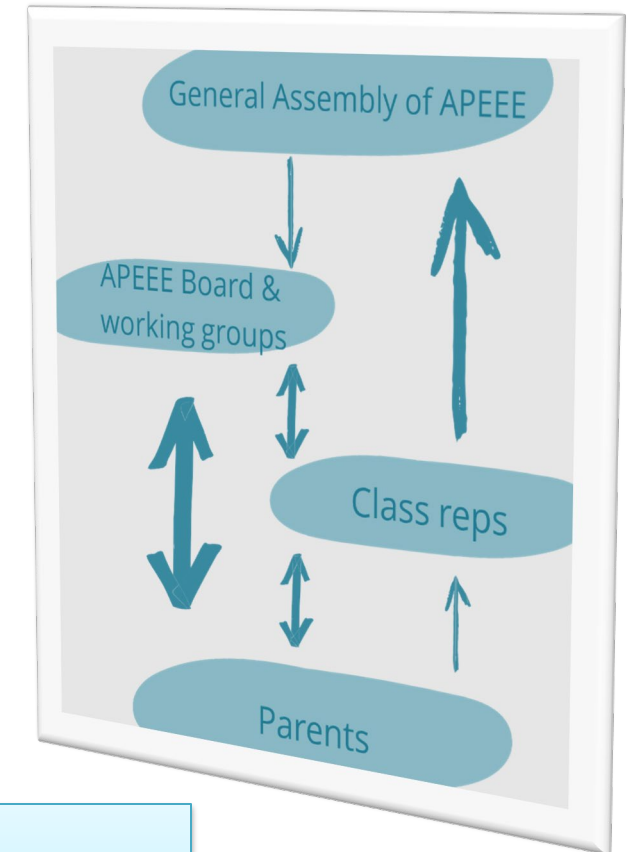
- Class reps delegates
- Elects Board - 25 members as of 2022
- Pass resolutions
- Approves report, accounts and activity of Board

## BOARD


- **Regular management of APEEE activities**
- Interactions with School Management
- Interactions with European School system
- 2 way communication with class reps
- Volunteers in working groups (with prior Board approval)
- Legal decision power and responsibility - including services

## Meetings & Communications

- The Board meets at least once a month to discuss various topics
- 2 way communication directly with parents (emails, newsletters, etc)
- Section meetings
- All parent evenings on key topics
- Parent volunteers in working groups (with prior Board approval)



## *Roles and Responsibilities*

- 
- **Support and represent parents** in their interaction with the School.
  - **Represent parents and pupils interests** in governance and funding decisions and in ensuring the good management of the school system.
  - **Ensure legal conformity, financial probity, safety and good practice** in all APEEE activities and in its own reporting and management obligations.
  - Ensure that the **services the APEEE provides are in line with parents' needs and wants** and are delivered consistently to **the highest possible standards**.
  - **Inform and consult key stakeholders on our activities and strategies**, starting with its most important stakeholders - the parents and class reps.
  - **Develop a network** with teachers, in your section, with parents and other APEEEs.

# APEEE Board Structure



President

Vice President  
Administration

Secretary

Secretary  
for information

Vice President  
Pedagogical

Treasurer

Member of  
The Bureau

Bureau : HR  
Issues only

All APEEE  
Board Members

Lead & Participate  
Working Groups

Director:  
Anja GALLE

Manage Services & Staff

Financial & Admin.  
Manager:  
Erwin VAN DIJCK &  
Julien DANAN

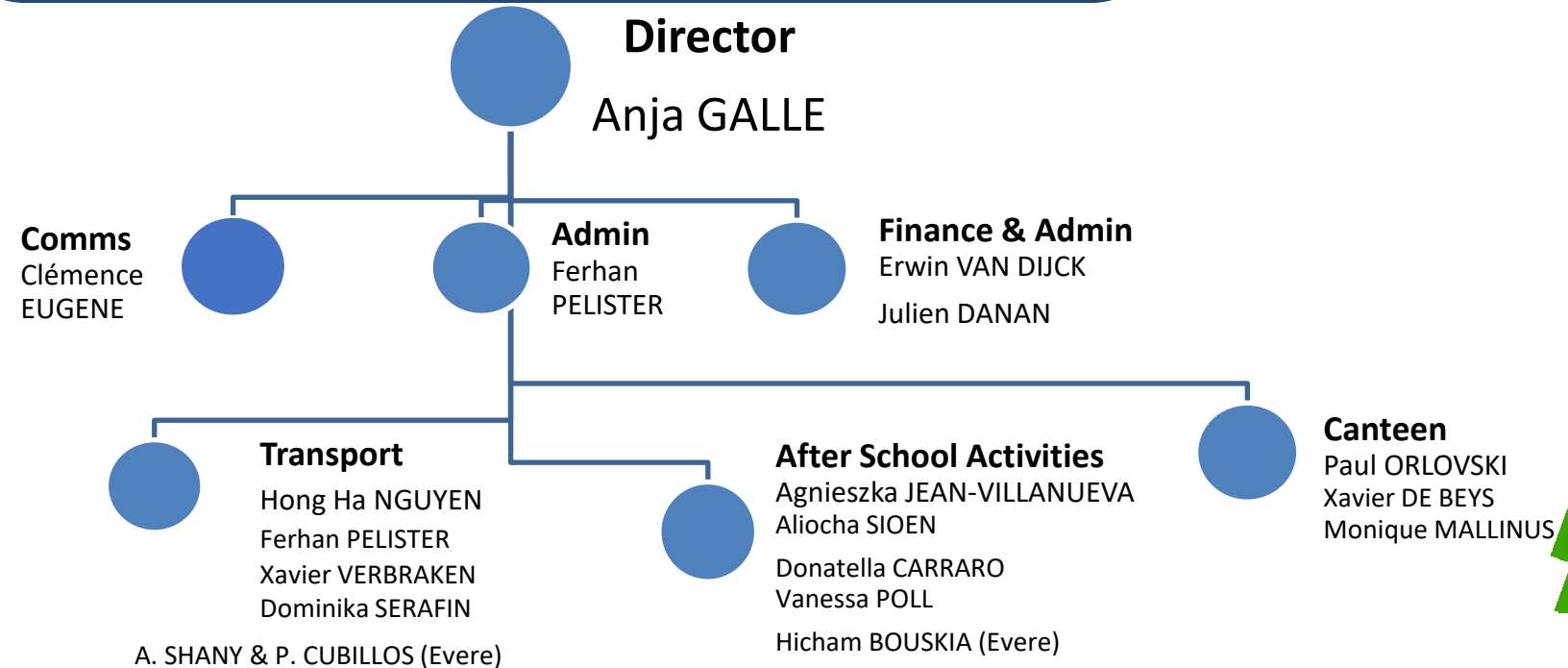
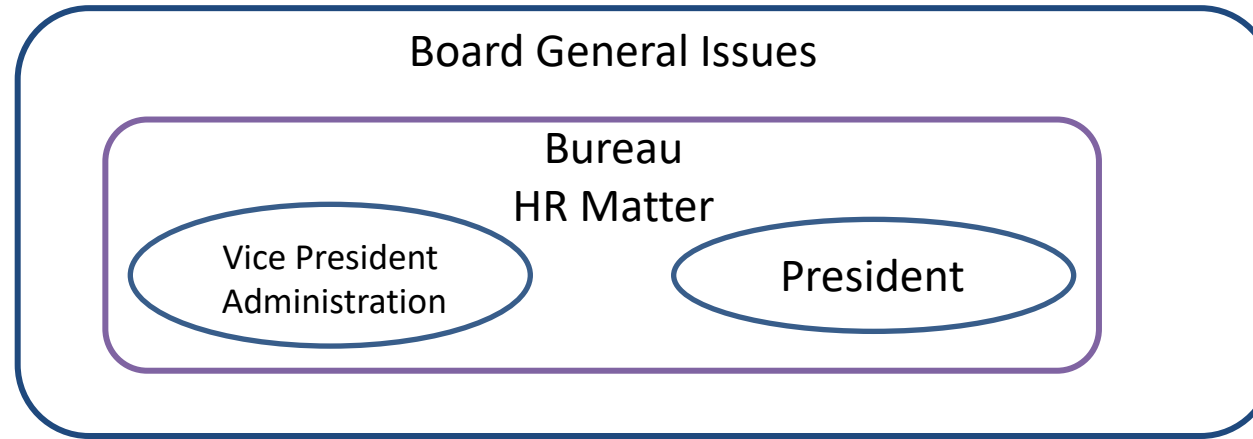
Financial & Administrative tasks

# Board's Legal liability

- Woluwe Parents **AISBL** is a legal entity, under the governorship of a **Board of Directors** (The Board).
- Generally **the AISBL bears responsibility for the errors of its representatives.**
- Board **members are legally accountable for their actions** with the respect to the AISBL:
  - Violation of the AISBL's statutes
  - Management mistakes due to a lack of care and skill (bonus ac diligens pater familias)
  - Failure to perform legal duties
  - Conducting activities in a way that is contrary to the law
- The APEEE has **professional indemnity insurance in place for Board Members.**
- The APEEE has **implemented a system of Risk Management and Regulatory Compliance assessment**, including annual audits, to ensure that the AISBL is run safely and according to correct business and regulatory standards

*Please read the document "Liability of directors and board members of a Non-Profit Organisation and protection of bank deposits".*

# Structure of APEEE





# Key counter-parties and forums within the school



## School Governing Board

School Advisory committee  
(SAC)

Nursery and Primary  
Education Council (CEP&M)

Secondary Education  
Council (CEES)

Health & Safety Group  
(CHS)

**Director**  
Kamila MALIK

**Deputy Dir. Sec.**  
J. SCHMELZ

**Deputy Dir. Prim.**  
D. CREGAN (WOL)

**Deputy Dir. Prim.**  
M. LANCELOT (EVE)

Pupils CDE

Advisors  
Kristen MEEUS

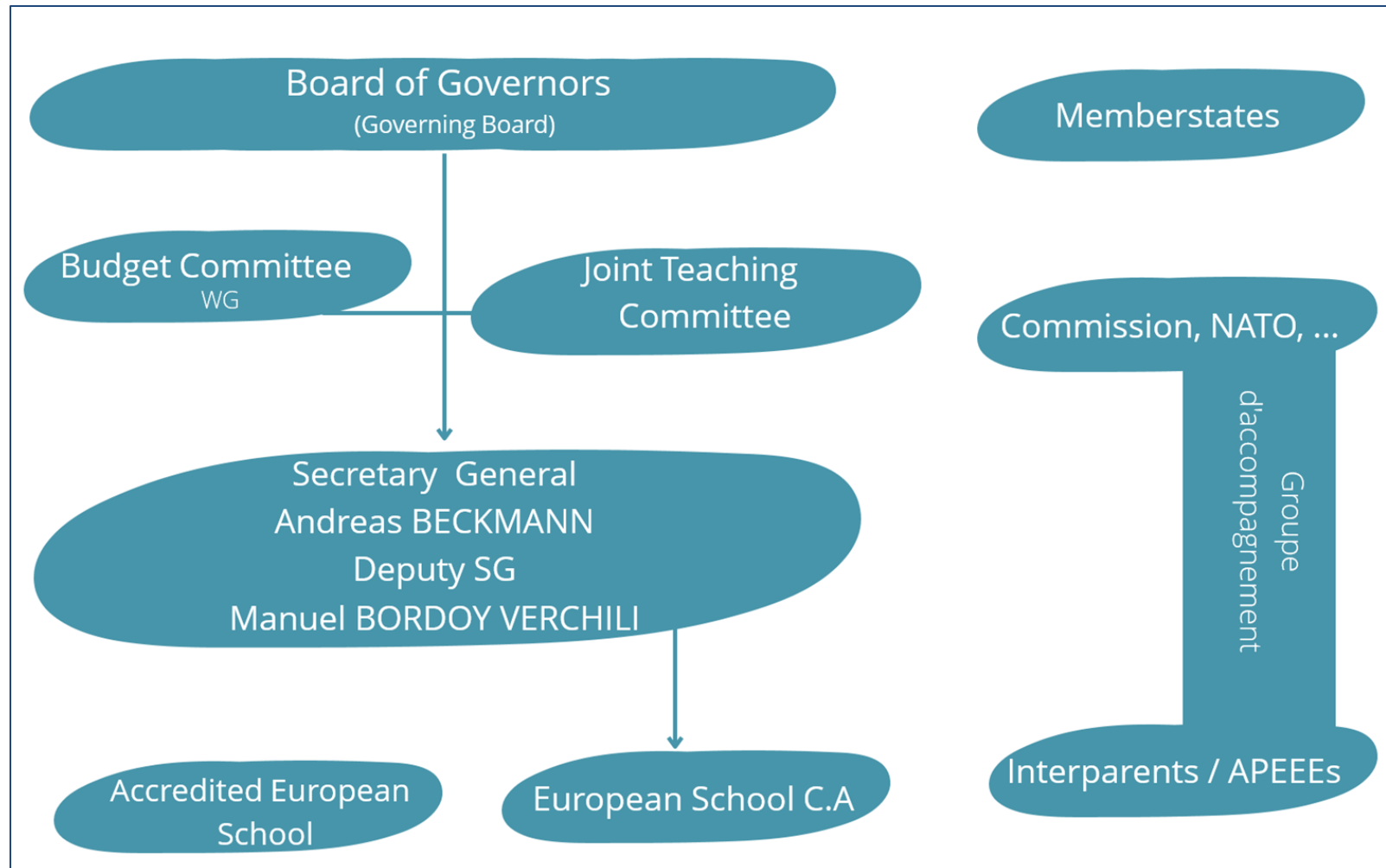
Teachers Primary &  
Secondary Reps.

Subject Specific Meetings /  
Pupils Wellbeing / Etc.

Headmaster meeting  
(Informal/Ad-Hoc)

Special Meeting to address  
unique topics

# Governance of the European Schools



# Governance of the European Schools

Interparents

Board of Governors

Budget Committee

Joint Teaching  
Committee

Working groups

Groupe  
d'accompagnement

- Comprises **educational representatives from each Member state plus Commission, IP, NATO, ...**
- **Ultimate decision making entity**
- Sub committee of the BoG
- **Advises BoG on all decisions with budget implications**
- Prepares for BoG decisions all **pedagogically related topics**
- Report either to BoG, JTC or Budget Committee
- 80+ from New Marking to secondary reform
- APEEE meeting with the Commission, to prepare for the BoG and Budget Committee

- ✓ **Representatives organisation for all APEEEs**
- ✓ Campaigns on School system issues
- ✓ All **APEEEs are equal**, but different in composition

# Governance of the European Schools

## Board Committee

- Comprises **representatives from each Member state**, Commission, IP, Nato, Interparents, Directors, Deputy Directors, ...
- **Ultimate decision making** entity

## Budget Committee

- Sub committee of the BoG
- Advises BoG on **all decisions with budget** implications

## Joint Teaching Committee

- Prepares for BoG decisions all **pedagogically related topics**
- consist of **representatives from each Member state** (= 2 inspectors), **Commission, IP, Nato, InterParents, Directors, Deputy Directors**

## Working Groups

- Each **reports either to BoG, JTC or Budget Committee**
- 80+ from New Marking to secondary reform

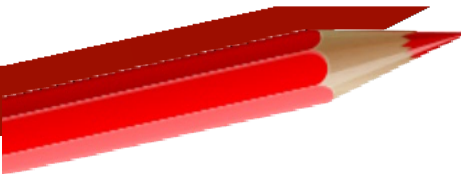
## Groupe d'accompagnement (with Commission)

- APEEEs meeting with the Commission, to prepare for the BoG and Budget Committee



# Thank you !

- ✓ [General Rules of the European Schools](#)
- ✓ [Rules of Procedures of the Board of Governors](#)
- ✓ [Rules of Procedures for the Joint Teaching Committee](#)
- ✓ [Rules of Procedures for the Budgetary Committee](#)
- ✓ [Rules of Procedures for the Board of Inspectors](#)



[APEEE – Association des Parents d’élèves de  
l’école européenne – Bruxelles II Woluwé](#)