

## 1<sup>st</sup> March 2022 Board Meeting

**Date:** 1<sup>st</sup> March 2022 from 19h to 22h30

**Location:** ZOOM (online)

**Present:** Eleonora APPONI BATTINI – Monika BARABASZ-LOPES – Alexander CORNFORD – Bengt DAVIDSSON – Catarina DUARTE GOMES – Pim GESQUIERE – Andrea GRGIC – Sebastian GUERRERO – Ursula HÖNICH – Maija KNUTTI – Nicolas LACROIX – Bruno LARANJEIRA – Roberta MAGGIO – Mario MARINIELLO – Mr Gaspar MOLNAR – Wolfgang MUNCH – Gisela SANTOS – Johanna SCHULYOK – Kevin SMITH – Giacomo Marco SOMMA – Ulrike STOROST – Monika SZULYOSZKY – David ZELINGER

**Excused:** Christian BONDESON-EGGERT

**Others:** Anja GALLE – Ferhan PELISTER – Clémence EUGENE

Meeting is convened to discuss the following agenda points. The document with the proposed dates for the Board meetings and the presentation documents for the brainstorming session have been sent prior to the meeting to the Board members.

The Board discusses the agenda and agree to add the subject of Ukraine, Code of Conduct, and moving the Whole School Inspection, the Ukraine and the Code of Conduct to the forefront.

### I. Agenda Points

1. Approval of the Agenda.

**The amended agenda is approved unanimously by the Board.**

### II. Discussion Points

1. Whole School Inspection

W. Munch had a meeting with Mrs Malik, during which he raised the concerns of the parents of Evere regarding the current situation. Mrs Malik confirmed she would prepare a communication (which was sent out in the following hours). However, it seems that some parents still have concerns.

The topic of the Whole School Inspection (WSI) was also discussed. Mrs Malik confirmed the inspection would only cover pedagogical and learning environment. Therefore, finance, administration, security, or organisation topics will not be evaluated.

The APEEE has 6 to 8 seats to fill, as pedagogy will be inspected, D. Zelinger (Vice President for Pedagogical Affairs) is asked to look into the matter and suggests inviting U. Storost (CEP&M Coordinator) and C. Duarte Gomes (CEES Coordinator) in priority and fill the remaining seats with Board members and if seats are still to be filled, ponder volunteers.

R. Maggio and A. Grgic volunteer to join the APEEE Representatives for the WSI.

Members discuss the possibility to schedule a preparatory meeting inviting 2021 Board members, M. Teutsch (previous Vice President for Pedagogical Affairs) and Mrs Kalman (previous CEES coordinator). Proposition is made to organise the preparatory meeting on Monday 7 March 2022.

**Action Point:** Members are asked to send their request to participate in APEEE Interview for the WSI on 9/3/2022 to D. Zelinger and report their section's feedback in the document available on the SharePoint by Friday 4/3/2022 at the latest. Board members wishing to participate in the preparatory meeting on Monday are asked to have a look at the document and put in their comments by Sunday 6/3/2022 at the latest.

## 2. Code of Conduct and Confidentiality Undertaking

The President gives the floor to R. Maggio to present the background of the drafting and creation of the Code of Conduct. The General Assembly voted in 2021 ([resolution 4](#) to revise the 2<sup>nd</sup> paragraph of Article 15) to add the Code of Conduct to the Rules of Procedure.

Article 15 of Rules of Procedure:

The Administrative Board may decide to set up working parties and establish their composition. The Administrative Board shall adopt guidelines for these working parties or for its representatives on official bodies, and establishes the Code of Conduct that all members of the Administrative Board undertake to sign and respect.

The General Assembly agreed to consult the Class Representatives once the final version of the Code of Conduct was available.

Most of the Board has signed the Confidentiality Undertaking. Members who have not signed the agreement will not be given a *woluweboard.eu* account and will not be included in the sharing of confidential documents. The final version of the Confidentiality Undertaking was sent to the board members and the document was voted by the Board during the Board meeting of 15-02-2021.

Concerning the Code of Conduct, in [October 2021](#), the Board agreed to reach out to the Class Info Representatives (13<sup>th</sup> December 2021, with an extension of the deadline to 7<sup>th</sup> January 2022), who were kindly asked to survey their class parents for feedback on the text. However, following the survey, the APEEE Secretariat verified some responses, following multiple submissions. It was confirmed that submissions were wrongfully entered for various classes. Therefore, the consultation was jeopardized. Classes for which multiple and/or contradictory submissions were sent were contacted.

Members discuss the consultation of the parent community and agree it should be done at Board level.

Following the jeopardization and wrongful submissions, the Board agrees to discuss the topic during the next Board meeting during which further steps and decisions will be taken.

**Action Point:** Members are asked to carefully read the Code of Conduct in preparation for the next Board meeting.

## 3. Ukraine

The Board discusses the proximity of the Evere school to the NATO site and how the Board and APEEE can help the Ukraine people.

The Board discusses the school's contingency plan in case of war catastrophes. It is mentioned, in 2016, following the terrorist attacks, "lockdown drills" were introduced to prepare the school community if such events were to occur. The pupils were asked to follow specific guidelines, which could be implemented and maybe reimplemented.

Members raise the concern of parents, who believe their preoccupations were not addressed in the school's message earlier in the day.

The Board agrees that the APEEE should support initiatives, and therefore look at the merits of these initiative in order to make a choice, such as the CdE initiative.

The Board discusses how the APEEE and Board can facilitate actions of the school community. Eureka parent volunteers have already started to sort warm clothes to bring to the Ukrainian Embassy. Suggestion to send a message to the parent community regarding the APEEEs support in the CdE initiative and additional actions (Eurêka, etc).

**Action Point:** N. Lacroix to think through how the APEEE/Board could inform of its solidarity and come back to the Board.

#### 4. Election of Working Group Coordinators

The Board discusses the working groups, the addition of new ones and the merging of others, such as the inclusion of the Wellbeing into the Educational Support working group. Remark is made that Wellbeing is part of the CEES Education Council , and proposal is made to keep Wellbeing as part of the CEES working group.

The suggestion to create a “Legal & Ethics working group” to work on updating the statutes is discussed. It is brought to the 2022 Board’s attention that in [October 2021](#), the previous Board approved and mandated the APEEE’s external lawyer to update and revise the APEEE Statutes to the 2019 Belgian Code of Companies and Associations in collaboration with the APEEE of Laeken. Indeed, the revision of the statutes must be done by a Belgian lawyer and cannot be done internally by the APEEE as all modifications are legally required for the Association to remain.

Proposal is made to revisit the Statutes in order to update them to a more modern version which would be more adherent to the current needs of the Association. This can be looked at once the Statutes have been updated to the 2019 Belgian Code of Companies and Associations.

W. Munch agrees and adds the parent community should be made aware of the updating of the Statutes. It is underlined that if the legally required revisions to the Statutes are not agreed upon by the General Assembly in 2023, the APEEE will not be legally compliant.

The Board discusses and postpones the election of the working group coordinators. Information is given that the former working group coordinator for the Central Enrolment working group remains in function until a new coordinator is chosen.

#### 5. Brainstorming on working groups/focal points.

S. Guerrero presents the first steps of the brainstorming and what it will entail. Members are asked to work on the OKR (**O**bjectives and **K**ey **R**esults), which is a methodology for setting and cascading goals through an organisation, such as the APEEE.

The Objectives are:

- ✓ Action-oriented
- ✓ Describe the outcome
- ✓ Cannot be measured
- ✓ Ambitious and out of the comfort zone

The Key Results are:

- ✓ How the objectives will be achieved
- ✓ Time based: often reset every term, following re-evaluations

✓ Measurable and specific

The members will be asked to write their objectives for each mission statement. Members raise the concern of the wording of the mission statements and propose to have them modified to the Article 3 of the APEEE Statutes. However, it is discussed that the mission statements written in the presentation cover the APEEE objectives.

The following steps of the brainstorming will also be addressed offline. Members will continue to provide their feedback on the objectives.

1. Run the brainstorm session during the Board meeting, to be finished by Thursday 3<sup>rd</sup> March, at noon.
2. Cluster the objectives ideas on Thursday afternoon 3<sup>rd</sup> March.
3. Create a form following the clustering and have the members priorities the objectives.
4. The prioritisation of objectives will be added to the APEEE Board SharePoint
5. Setting of objectives for 2022-2023
6. Members will be asked to submit the key results linked to the objectives.
7. Cluster the key results ideas
8. Create a form following the clustering and have members priorities the key results.

The general deadline is the 15<sup>th</sup> of March 2022, next board meeting.

### III. Discussion Points and vote :

1. Approval of proposed dates of Board meetings & AGM. : postponed to the next Board meeting.

### IV. Any other business :

At the 15/2/2022 Board meeting the information was shared that Ms Christine Thomas, Member of the Board for the FR section and teacher at the Evere school site, will be leaving the school during the month of March 2022. Ms Thomas is therefore resigning from the Board. The necessary arrangements will be made for the publication in the Moniteur Belge on this.

**The next Board meeting is scheduled on the Tuesday 15<sup>th</sup> March 2022, 19:00 in the Woluwe school (in the canteen of the teachers)**