

**APEEE BXL II – WOLUWE
BOARD REPORT**

- Date** : **11 January 2021 from 19:00 to 23:00**
Location : **ZOOM conference call**
Present (16) : Vanessa AULEHLA - Bengt DAVIDSSON - Giles HOUGHTON-CLARKE (Chair) - Raquel JIMENEZ LOPEZ - Szilvia KALMAN - Natalia KARPENKO - Roberta MAGGIO - Minna MELLERI - Elita PETRAITIENĖ - Renate REPPLINGER-HACH - Sara RODA - Andreas ROGAL - Bettina SCHMIDBAUER-MOGENSEN - Michael TEUTSCH - Marjo TOIVO - Francesca TUDINI
- Absent (5)** : Anthony BISCH - Anna YAVORSKA - Sanjee GOONETILAKE - Tatiana ALMEIDA - Suzana ROSEIRO
- Others** : Anja GALLE, Director of the APEEE
Ferhan PELISTER, APEEE Administration
Clémence EUGENE, Communication Officer
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Introduction:

G. Houghton Clarke introduces new staff member of APEEE Clémence Eugene who is going to be the communication officer for the APEEE. C. Eugene will also be taken the minutes of the Board meetings as of now.

I. Agenda points:

1. Approval of the agenda: Agenda is approved.

Vote is taken on the approval of the agenda: 14 board members voted in favor of the agenda

Decision: agenda is approved.

II. Discussion points and vote:

1. General Annual Meeting of 21/1/2021

a. Voting system

After consideration of different solutions regarding the voting system and the managing of the proxies, the company OneTec is considered a solid offer. After a meeting with the OneTec and members of the Electoral office (F. Tudini, B. Schmidbauer-Mogensen, A. Rogal, G. Houghton-Clark) an explanation of the system is given to the rest of the Board. The choice of OneTec is voted on. A. Rogal advises to suggest to the class reps to vote via their mobile phone and follow the AGM on their laptop/computer.

Concerns were brought up by members regarding issues that could occur; such as the adaptation of questions on the spot and the counting of the votes.

Vote is taken on the choice to continue with OneTec as the company in charge of the voting system. 13 Board members voted in favor. No abstentions.

Decision: OneTec will be assigned to be in charge of the voting system at the AGM on 21/1/2021

b. Guests: discussion is held on who could be invited to the AGM to be part of the panel and/or give a presentation on Distance Learning.

Two external guests are proposed to intervene during the AGM for +/- 20 mins:

- Hannah Grainger-Clemson, European Commission, DG EAC (M. Teutsch and S. Kalman's colleague)
- L.Munkácsy Head of Unit of the Pedagogical Development Unit, Office of the Secretary General of the European Schools (OSGES). (

Ms K. Malik is proposed to be part of the panel together with H. Grainger-Clemson and L. Munkácsy to reply to questions.

Action point: M. Teutsch, S. Kalman and V. Aulehla to finalize the topics to be given to the speakers and propose to the Board.

c. Interpretation at the AGM

A. Galle informs that as every year an interpretation team has been organized to interpret at the AGM (EN/FR and FR/EN). However, after contact with the European Commission it has been confirmed that no interpretation is possible via ZOOM from within the interpretation booths at the conference room at the Charlemagne Center. Furthermore, there's a curfew still in place at 22:00 in Brussels. The interpreters prefer not to work from home as they fear the quality will not be up to standards.

Discussion regarding the necessity of interpretation is brought up, as EEB1 (Uccle/Laeken) have not provided this service at their AGM. B. Schmidbauer-Mogensen suggests generated subtitles and/or transcription of the AGM through ZOOM functionality. F. Pelister will look into the matter and report back.

A Rogal talks about an app *Interprefy*, used by OSGES, as a possibility and will look into it and report back.

Action points: F. Pelister will look into the subtitles/transcription of the AGM.
A.Rogal will look into the app *Interprefy*.

d. Who will present what at the AGM

A.Galle will send the presentation PowerPoint to every Board member. The running order is discussed, and it is suggested to keep the presentation to the highlights to avoid too much time. Members will speak on different matters:

- Procedural steps - voting
- Resolutions (3 presented: increase in number of Board members, written procedure for voting, code of conduct)

- Annual Report:
- Distance learning: Presentations from external speakers followed by panel discussion
- Q&A with school directors
: V. Aulehla, M. Teutsch, S. Kalman (covered during the panel)

In order to manage the different questions, parents were asked in the AGM invitation to send their questions for the AGM well ahead to the APEEE secretariat. B. Schmidbauer-Mogensen confirms she will look into the different topics that could be brought up during the AGM.

Action point: The amount of time to be spent on the Annual report is discussed. It is agreed that as this represents the work of the APEEE it is important to cover but without taking up too much time. A number of key topics are identified as being important:

- Covid measures taken and the challenge of ensuring the APEEE is fully compliant with the rapidly changing regulations
- APEEE Services
- Distance learning
- BYOD
- Secondary Report
- Primary report

e. Contribution fee – class reps

As of Monday 11th 2021, approximately 87 class reps had not paid their contribution fee. F. Pelister sent a reminder to the class reps last Friday. B. Schmidbauer-Mogensen adds that due to the non-delivered services in November and December more parents have not yet paid the APEEE bill because they are awaiting a credit note – which explains the high number (87). An update will be given through the week.

2. Extraordinary General Annual Meeting (EGM)

On the evening of the 22nd December, a petition of 72 class representatives requesting an EGM to discuss two resolutions was sent to the C.A. As their request was sent too late during the month of December (22nd), the APEEE was not able to plan accordingly. The APEEE had no time to consider the legitimacy of the request (valid signatories) and plan accordingly. Furthermore, such an event would have required the Board to meet during Christmas and for Board members and staff to be recalled from vacation. In addition, the APEEE was already fully occupied with the planning for the forthcoming Annual General Meeting of the APEEE on 21 January; key decisions around the electronic voting system and the necessary operational arrangements were to be finalised at the Board meeting on 11 January. The Board agreed that an explanatory email should be sent to parents in this regard.

The class representatives petition requested the Board to organize an EGM on 14th January and brought up two resolutions.

- Commitment to transparency
- Reverse the decision of the board regarding email accounts of S. Goonetilake and A. Yavorska

In the statutes it is mentioned that an EGM can only be organized by the APEEE Board which would invalidate their meeting on the 14th January as an EGM which can only be considered as a normal parents' meeting.

The Board discusses the possibility to bring up the matters during the AGM in order to bring to the parents' attention the issues. Members express that new agenda points must be communicated 2 weeks in advance, therefore the practice would not respect the statutes. G. Houghton-Clarke informs he has received advice from the lawyers on this and shares the advice with the Board.

3 solutions were proposed to move forward:

- Bring the matter up during the AGM on 21/1/2021;
- Postpone the AGM in order to draft a new agenda;
- Organize an EGM after the AGM

Members reiterate their wish to talk about the issues (resolutions) at the AGM as they concern the parents and their future votes. Parents are indeed able to propose resolutions at the GA also on the spot.

The matter will be brought up during the AGM, but in order to give enough time to the matter, the agenda would have to be amended. Members agree to remove the distance learning presentation and Q&A, and arrange this as a separate conference .

Board members agree to send out a reply to the class representatives declaring that the meeting on Thursday 14th is not an official APEEE meeting and make available a time slot will be available for the discussion of the resolutions during AGM. The Board also agreed on a date for the EGM for 4 February 2020.

[Note: After the Board meeting a discussion among the Board members was held by email concerning the unfeasibility of the proposed date. The new elected Board will only start its functions on 4 February and for this reason a new date will need to be agreed upon by the new Board.]

Action points: G. Houghton-Clarke will prepare a reply to be send to the class reps tomorrow 12/1 concerning their request to organize an EGM on 14/1 and propose to give them a time slot at the AGM on 21/1/2021 to discuss, as well as a message to all the class reps to inform that the meeting on 14/1 is not an official EGM organized by the APEEE.

3. Canteen & cafeteria reopening or not as of 18/1/2021

B. Schmidbauer-Mogensen reported on the CSH meeting held with K. Malik and T. Van De Capelle on Monday morning 11/1. During this meeting the reopening of the canteen and cafeteria were on the agenda.

Ms Malik informed at the CSH meeting that due to the lack of space in the Salle Polyvalente exams will be held in the canteen's refectory, cancelling the lunch services during 2 weeks (as of 25th January).

A. Galle mentions that the cost of opening the Cafeteria needs to be weighed as it could cost more to open since only half of the secondary would be present in code red.

G Houghton-Clarke had raised with the Directors the strong negative impact that school closure/partial opening has on the finances of the APEEE and requested support from the school in raising this issue in the forthcoming CA. The Directors confirmed they understood the risk to the APEEEs financial stability arising from being unable to provide its services and would support this issue being addressed in the CA – it being in the interest of the entire school community to have a financially stable APEEE.

Information is given that Ms K. Malik meets with the other 3 Directors of the European Schools on Monday morning at 11:00 to discuss whether a common approach could be taken. She will also raise the impact on APEEE finances. B. Schmidbauer-Mogensen will contact Ms Malik to discuss whether the 4 schools have taken a common approach or not for the services as of 18/1/2021.

Action point: B. Schmidbauer-Mogensen to contact K. Malik and report back to the Board.

4. SAC Meeting 15/1/2021

After discussion between members, the topics that will be mentioned during the SAC meeting on 15/1/2021 are:

- Update on Carnival holidays and return quarantining for the travelers
- overheating in primary building
- Evere
- Distance learning
- Vulnerable pupils
- Covid measures (pending health measures)

Action Points: G. Houghton-Clarke will send the topic list for the SAC meeting to the school.

III. Info points

- Bureau meeting of 21/12/2020 and of 7/1/2021 :

Information is given that the Bureau, having consulted the Board via a written consultation, agreed unanimously at their meeting to adopt the APEEE Annual Report, as presented to the Board by the APEEE Secretariat. This decision is enabled by the vote of the APEEE Board at its meeting of 9 December to delegate such decision-making power to the Bureau, following a consultative vote of the Board

Information is given that the Bureau has employed C. Eugene as Communication Officer for the APEEE as of 11/1/2021.

Special thanks are given to F. Pelister for his dedication and tremendous work he has been doing over the past year. The members of the Bureau and Board appreciate very much his involvement and his commitment to the APEEE.

- JTC agenda suggestions :

A.Rogal will attend an InterParents meeting on Wednesday 13th January and report back. Pre-Bac and Bac will be talked about as these are important topics at the moment, as well as b tests and educational support.

Next Board meeting will take place on 4/2/2021 at 19:00 via ZOOM conference call.