

APEEE BXL II – WOLUWE
BOARD REPORT

Date : 9 December 2020 from 19:00 to 23:25

Location : ZOOM conference call

Present (20) : Vanessa AULEHLA - Bengt DAVIDSSON– Giles HOUGHTON-CLARKE (Chair) – Raquel JIMENEZ LOPEZ - Szilvia KALMAN – Natalia KARPENKO Minna MELLERI - Elita PETRAITIENÉ – Renate REPPLINGER-HACH - Andreas ROGAL – Bettina SCHMIDBAUER-MOGENSEN – Michael TEUTSCH – Marjo TOIVO - Francesca TUDINI – Sara RODA- Roberta MAGGIO

Absent (5) : Sanjee GOONETILAKE - Suzana ROSEIRO - Tatiana ALMEIDA - Anthony BISCH - Anna YAVORSKA

Others : Ferhan Pelister, APEEE Administration

I Agenda points:

1. Approval of the agenda: Agenda (see Annex 1) is presented and proposals are made to include 3 additional points: another Board meeting before the GA; report on the BYOD project; letter from Ixelles APEEE Treasures on the management of the bank account for the student committee, all under the point 3.

Vote is taken on the approval of the revised agenda: 13 Board members voted in favor. **Decision:** agenda is approved.

Discussion points and/or vote

1. General Annual Meeting: 21/1/2021

- a. Agenda & standard resolutions AGM

Discussion is held if the GA should be organized totally online or in a hybrid way. Pros and cons of both options are discussed, including the possibility that only members of the Board who are foreseen to intervene are gathered in a meeting room. Consensus is finally reached on having the GA held fully online. The ballots will be sent out electronically.

Action point: A. Galle to take steps to organize the GA online

- b. The Chair lists the standard resolutions which will be presented to the GA for vote. For the external speakers, it is proposed to invite a European Commission staff of DG EAC to intervene on hybrid teaching and Mr Munkasci (Head of Pedagogical Unit of the OSGE) to speak in particular on the Distance teaching and learning policy. Discussion is held on the possibility for the school management to take the floor given the time constraints and the already foreseen meeting on Evere which will be organized in January. The Board agree that parents might be interested in asking questions to the directors and also that it could be interesting for the directors to listen to the speakers. Decision is taken that the two speakers will be given a total slot of 15' for their interventions and 30' will be left for the Q&A sessions where questions can be asked to them and to the director. Parents will be invited to send questions (of any type) in advance to facilitate the work

Action point: M. Teutsch and V. Aulehla to contact the speakers. G. HOUGHTON-CLARKE to contact Mrs Malik

The dates of the first new board meetings are discussed. Consensus is reached on the following: introductory meeting for the newcomers will be on Wednesday 27 January. The first official Board meeting will be on 3rd February.

- c. Approval of the Report of the "Commissaire aux comptes"

All outstanding questions in relation to the report of the Auditor, Mme Divers, have been clarified and a final text is submitted for approval.

Vote is taken to approve the rapport du commissaire as well as the BNB scheme of the annual accounts of the annual accounts of the APEEE at 31/08/2020.

Vote: 11 yes – 2 abstains **Decision:** the report is approved.

- d. Other resolutions for AGM

The proposal for a Resolutions is tabled in order to expand the number of Board mandates from the current 22 (18 sectoral and 4 free mandates) to 25 (18 plus 7) to ease the work of the Board in view of the additional efforts foreseeable for the set up of Evere. Discussion is held on the length of the free mandates and also on how to integrate the parents of Evere, who will arrive in the system as from September 2021, in the Board. The majority of the members express their preference for increasing the number to 25 mandates. As to the length of the free mandates (1 or 2 years) several points are raised, including the need to comply with the statute provision which requires a renewal of one third of the board each year. Members expressed their ideas in the chat. As to the integration of the Evere parents, it is suggested that a WG is

created and that the class representative of Evere are invited to participate in the WGs Services and in the Board as from September 2021 without voting rights

Action point: F. TUDINI to analyse the proposals done in the chat about the length of the free mandates and refer to the Board in view of a decision to be taken

Proposal is done on a Resolution to include in the Statute a provision which allow the Board to take decisions via written procedure. Written procedures are not regulated by the Belgian code for the AISBL and can be used if foreseen in the Statute. Decisions can also be taken via written procedures if the Statute does not mention it but only if approved at unanimity, according to the opinion received by the APEEE lawyer. Given the amount of decisions that the Board has to take in between monthly meetings are organised, the Chair stressed that the only way to ensure that the Board can efficiently work is to allow it to use also written procedures to take decisions, unless it delegates decision making to individuals, groups or functions within the APEEE.

Vote is taken: "Does the board agree to propose a statute change to the GA that empowers the board to take decisions by written procedure on a majority basis?"

Vote 14 yes – 1 abstain - **Decision:** proposal is approved.

Action point: G. HOUGHTON-CLARKE to fine tune the proposal and consult the Board in view of the preparation of a Resolution for the next GA

2. Brussels school capacity

- Evere school - mainstream topic or Project Group

B. Davidsson underlined the potential issues that might appear. We have been told that the political will is to make sure that the Evere school is in place in due time and therefore the level of risk is considered low based on the RdB judgement. Still many stakeholders are involved which seems to indicate that there is no real ownership of the project. Experience shows that RdB works are delivered with delays. There is a high risk that BoG will need to consider a plan B but it will meet only in April which seems too late to organise any alternative solution. It is suggested that the school hires a technical project manager for the purpose of making sure that the building is fit for purpose and operational. Feasibility is discussed since the budget for Evere was approved last week by the BoG and this profile was not budgeted while there is a project manager in place for the RdB. Proposal is made to set up an APEEE Evere working group which interacts with the school, raise all questions and expect answers. APEEE should ask a regular report every month about compliance against the plans. We can ask for better information and more engagement from school-RdB and APEEE-school. At next SAC on 15 January, we should propose to set up a task force.

- Board of Governors December

A. Rogal and G. Houghton-Clarke report on the Groupe de Suivi, now renamed as Steering committee Brussels. The current mandate is dated 1963. A new mandate has

been proposed, which includes many things parents want but also splits the committee in two groups, a core and a plenary group and does not specify the relations between the two. Parents would be present in both. To the APEEE, the mandate seems confused and Parents have proposed alternatives. The Secretary General wants 2 representatives of the 4 APEEEs in the core group but it is impossible to represent the 4 APEEEs on many topics, for example interests are different when it comes to school capacities. Interparents express its negative opinion on the split in 2 groups and the participation in the core group, otherwise APEEE Presidents would be authors of decisions that favour or disfavour one section, school or school cycle versus another. The APEEEs have no mandate for taking such positions or for delegating such powers to another APEEE President. APEEE presidents are considering how to respond to this problematic new change of procedures.

Enrolment policy:

F. Tudini reported on the last CEA meeting and the explanation provided by the Secretary General on the way Evere classes will be created. All new registrations will go to Evere but there must be a critical mass for a class to be created and also the creation must be really justified. So a first check will be done if these new pupils could integrate better in the existing class in Woluwe. In this case, the class in Evere will not be created and all the pupils will be put in Woluwe. This would be valid for the unique sections. For the multiple sections, the check will be done against Woluwe numbers, but if the class creation is not justified in Evere, the new registrations will be distributed in all schools – not only Woluwe – based on the preference expressed at the time of enrolment. This mechanism is not reflected in the policy rules which simply state that new enrolments will be directed to Evere, if a class is there created. The Chair informs that this is not what he was told about the conclusions at the BoG but indeed he was confirmed about this explanation at the CEA. A communication to parents on Evere has been put on hold for a few days in order to clarify this point but as none has been forthcoming, the Board agree to send out the communication without further delay.

3. Board Governance

- Legal update on voting by written procedure in Belgium

This point was threated above when discussing the proposal for the Resolution on the written procedures

Delegation of powers to Bureau (vote)

The Chair explains that until the resolution on the written procedure is approved at the GA, the Board must find mechanisms to work without having to convoke a meeting for every decision that must be taken. By law, the Board can delegate powers to the Chair take decisions, another administrator or person. The Board also gives a mandate to the WGs to take decisions within the limit of their mandate. When these decisions are of a certain importance, the Board is asked to take the final decision.

Certain decisions fall in grey areas where there is no mandate and can be taken only by the Board but it is not possible to convoke the Board every day or week. According to the lawyer, the solution is the delegation of power to an individual or a group of individuals. The proposed mechanism is to delegate the decision power to the Bureau for a temporary period, until the next GA, leaving the right to the Board to revoke the delegation if it deems it necessary. Questions are asked on the limits to the delegation.

The democratic deficit can be overcome by consulting the Board via a non-binding opinion.

Vote is taken: does the Board agree on the following “The Board delegates powers to the Bureau to make decisions on behalf of the board, on the basis of the Bureau consulting the Board via a vote. This power will expire at the AGM on 21 January or whenever the Board votes to revoke it. This power is to be used only for decision that are taken outside Board meetings or are not already covered by powers delegated to WGs”.

Vote: 13 yes, 1 no, 2 abstain **Decision:** the proposal is approved.

- Working methods update - confirmation of guidance non-binding rules (vote)

Discussion about whether the internal working arrangements should be reinforced in their legal value. It is repeated that they are only guidelines to help the Board working efficiently but have no legal value. Board is asked to confirm the understanding that the guidance provided by the Working method document is not binding.

Vote: 12 yes

F. Tudini asks to vote on the revised version of the Working method document which has been modified based on the comments received at the last Board meeting and with an additional paragraph suggested immediately before this meeting by the lawyer in order to introduce a mechanism to insert a dissenting opinion in the Board minutes.

Vote is taken: Does the Board agree to approve the revised Working Methods document?

Vote: 12 yes, 2 abstain **Decision:** the new version (number 3) is approved

Action point: F. TUDINI to circulate the new version of the document.

- Board confirmation of all written procedure decisions taken by this Board (vote)

Vote is taken to confirm the written procedures adopted by the Board in 2020 (the list had been circulated prior to the meeting)

Vote: 13 yes, 1 abstain **Decision:** the decisions taken via written procedures in the 2020 are confirmed.

4. Pre-Xmas arrangements for schooling

S4 has to be in situ 21 and 22 Dec for B-tests. For many families hoping to meet family members at Christmas this means they will not be able to travel to their home countries, which has caused many complaints. From a pedagogical point of view, the usefulness of this arrangement could also be questioned since extra tests in January will need to be prepared by teachers for the absent students. At the CEES, the deputy director already said that there will be no change. Other families complained about distance learning after the Christmas holidays, which aims to allow families respect obligatory quarantine period on their return.

In EEB2, Pre-Bac originally planned to begin on 18/1 has recently been postponed to begin on 25/1. After online teaching had been announced for 07/01 to 15/01 the new date now resulted in 1 week compulsory in situ before the Prebac. From the health point of view, this creates risks of quarantine which will impede to the pupils to do their prebac in situ. The deputy director said that the decision was difficult. Students think that online teaching has negative impacts and want to be at school before the pre-bac. Parents preferred classes online to avoid covid cases before the tests. The school is reflecting on compromise solution. Discussions are also ongoing with the other school directors.

The Board agree that no statement about the extension of school closure to 18 January is necessary.

Action point: S. KALMAN to send a mail to Mrs Malik pointing to the two issues plus further issue on online streaming of classes and too narrow approach to vulnerable kids. A. ROGAL to check via IP whether other schools have similar test periods / in situ compulsory during the last two days before the Christmas break.

Postpone of second screen event – answer to the email

Info points

- Convention school - APEEE on safety and security

The Chair informs that the OSG and Commission wish to move ahead with a new Convention that defines the rights and obligations of the APEEEs vs the Schools. This is a response to a point raised by the Internal Audit Service. The APEEEs have requested this to be postponed until 2021 given the current workload arising from the Covid situation. An initial meeting will be held in January with the 4 school Directors, APEEE Presidents and members of the OSG responsible for safety and security and compliance. This will be the forum for addressing the Convention in Brussels. The APEEEs have a number of items they wish to have included in this new convention.

- Internal social fund rules

V. AULEHLA has prepared a proposal for the revision of the rules. It is proposed that there are voted in the meeting of January

Action point: V. AULEHLA to circulate the proposal to the Board

- Working groups updates as time allows: reported to the next Board meeting.
- AOB

BYOD: S. RODA reported on the two last meetings with the school (25 November and 9 December), referring also to the written report sent to the Board ahead of the Board meeting. The APEEE was introduced to 3 entities who could offer the devices, provide maintenance services, insurance and replace devices, which can be important as the laptop will be required from S5 until BAC for mathematics and physics. The School and teachers would like pupils to have similar devices to facilitate support during a class and by the School ICT staff, and to avoid discrepancies between the operating systems (e.g., moment of updates and precise software). Nonetheless, the application can run in any device. Two proposals are interesting for maintenance, price and robust compliance with data protection rules. The School director will be receiving the contracts from each entity, analyse those with the help of the School DPO and will also seek the opinion of the APEEE on those contracts. The School will be considering on the possibility of entering into a partnership contract with the chosen ICT. There will be a website where parents can buy the device. Data protection will be guaranteed.

Action point: S. RODA to update the draft BYOD survey considering the new information received from today's meeting with the School and revert to the Board for approval. The survey should ask parents whether they are interested in having standardised devices, to rent or buy, which are their concerns. [Note: the draft survey is ready for Board's approval here.]

Code of conduct: M. TEUTSCH will put the first draft in sharepoint for comments. it needs to be sent out on 19 Dec for the acceptance at the AGM. A request of clarification is asked about which kind of disciplinary proceeding can be foreseen for the break of code of conduct (from written warning to more serious procedures).

Action point: M. TEUTSCH to share the draft of the Code of conduct

Next meeting: it is proposed to hold another Board meeting in January before the SAC. The Board agrees on the date of Monday 11 January.