

**ECOLE EUROPEENNE BRUXELLES III - EUROPEAN SCHOOL BRUSSELS III
ASSOCIATION DES PARENTS - PARENTS' ASSOCIATION
REUNION DU 21 JUN 2016 / MEETING OF 21 JUNE 2016**

**Doc. Numéro / Number
CA 34/2016**

**COMPTE RENDU PROVISOIRE DE LA REUNION DU CONSEIL D'ADMINISTRATION DE L'APEEE DE BRUXELLES III-
IXELLES
21 juin 2016**

La réunion a débuté à 19h00 Bd. du Triomphe, 135 - Mezzanine des Professeurs sous la présidence d'Anastassios Papadopoulos.

Présents / Excusés / Absents:

ALBERS Ronald (RA)	FITCH Keir (KF)	MARTÍN ALONSO Elena (EM)
BARRY Geraldine (GB)	GEORGIANNAKIS Georgios (GG)	NOMDEN Koen (KN)
BENABDERRAHMANE Hayet (HB)	HRUBY Tomas (TH)	PAPADOPOULOS Anastassios (AP)
BOUCHERON Agnès (AB)	JESLINKOVA Eva (EJ)	REICHOW Holger (HR)
CASTELLANO FUENTES Maria José (MC)	KLOOTS Rob (RK)	SAURA MORENO Maria (MS)
COATES Simon (SC)	KROUSTALIS Ioannis (IK)	TURNER Jo (JT)
DIAMANTARAS Komninos (KD)	LAKE Rosita (RL)	WEIN Robert (RW)
EGGERS Barbara (BE)	MARQUARDT Stephan (SM)	ZARIFOPOULOU Fani (FZ)
FENECH Catherine (CF)		
<u>Secrétaire: Jocelyne Poupé (secrétariat APEEE), Ornella di Perri (gestionnaire administratif)</u>		
<u>Participation extraordinaire: Isabelle Callens (gestionnaire transport), Fiona Shotter</u>		

Agenda point	Discussion/Conclusion	Suivi / Follow-up	Responsable / Responsible
1. Approbation de l'ordre du jour / Approval of the draft agenda	Approuvé.		
2. Approbation du compte-rendu de la réunion du 24 mai 2016 / Adoption of the minutes of the previous Board meeting of 24 May (CA 26/2016)	Approuvé avec modifications.		
3. Points d'information par le président et les vice-présidents / Information points from the President and the Vice-Chairs:			
a. Propositions sur "Kiss & Ride", un conseiller juridique de l'APEEE et une affaire du personnel / Proposals for a Kiss & Ride, APEEE legal counsel and a staff issue	<p>1. Possibility of gaining access to a nearby parking (access road from Bvd du Triomphe) owned partly by ULB and a private company (Immobel). ULB is open to allow use of their parking, provided that the school (or APEEE) installs a barrier and cleans it up.</p> <p>2. The new director will have as priority to discuss the insurance policy and clarify responsibilities school/APEEE. Legal advice will also be sought. First contacts by AP with some law firms show that hourly rates will be charged, varying between 150€-600€ without the need of</p>	<p>1. AP will explore with Immobel if they will allow usage of their parking. The opinion of the school, as well as an updated recommendation by EC's security directorate is necessary.</p> <p>2. Five offers will be circulated by Friday 24 June and members are invited to provide their views.</p>	<p>AP</p> <p>All members</p>

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	signing a contract.		
b. Nouvelles et décisions du Comité exécutif / News and decisions of the Executive Committee (EXCO 6/2016)	EXCO discussed the draft staff policy and considered that the text is not yet mature to be brought to the Board. All other points are reported in the attached minutes.	EXCO/Board	All members
c. Résultats du Comité consultatif pédagogique / Results of the Educational Advisory Committee	Language policy was discussed. It was concluded that the issues need to be discussed in a wider context (taking into account the reforms). The mailing list of the pedagogical committee is not fully functional (bouncing e-mails to some members). Educational board took place two days ago.		
4. Approbation de la nouvelle politique des transports pour l'année scolaire 2016-2017 / Adoption of the transport policy for school year 2016-2017 (CA 27/2016)	<p>Mme Callens, KF, FZ présentent les mesures déjà prises et celles planifiées pour l'année scolaire afin de renforcer la politique de transport suite aux attentats de Bruxelles.</p> <p>KF is warmly thanked for the 9 years of service as responsible for the transport sector.</p> <p>The Board takes note and approves unanimously the approach taken by the transport WG. The Board also adopts unanimously the pilot project of equipping Eurobussing buses with GPS devices at the cost of 4.860€for the coming</p>	In addition to the GPS pilot project, the WG on transport will explore the possibility of using tablets or other means to follow who is in which bus.	

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	school year.		
<p>5. a. Approbation de la nouvelle politique des prix à la cantine et à la cafétéria / Adoption of the new price list in the canteen and the cafeteria (CA 28/2016)</p>	<p>MSM presents the new price list for 2016-2017. The Board approves unanimously the new price list, with modifications presented by MSM concerning the change of the school calendar (changes in days calculated per semester). Key messages will be published on the website. AR suggests that the pricing policy is reviewed having in mind the consistent surpluses observed in some sectors. The point will be taken on in September.</p>		
<p>5.b. Echange des vues sur la politique de la cantine pour l'année scolaire 2016-2017 / Exchange of views on the food policy for school year 2016-2017 (oral)</p>	<p>The new food policy will be presented in the Board meeting in September. The document is ready and already consulted with canteen staff with a positive reaction.</p>	<p>WG will finalise the document and present it in September.</p>	<p>WG canteen</p>
<p>6.a. Approbation d'une offre pour la mise en œuvre du système des services en ligne / Approval of a bid for the provision of e-services (CA 29/2016)</p>	<p>GG reports on the work of the selection committee, including as regards two conflicts of interest. See report of the evaluation committee. Prices of offers submitted: Epafos: 74.400€ M4ke.it: 86.878€ Noesis: 109.000€(without maintenance for 4 years)</p>	<p>Contact to be taken with Epafos. Other companies will be informed that results will follow in September.</p>	<p>Members of the evaluation committee.</p>

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	<p>Point.be: 40.000€</p> <p>By majority and with 5 abstentions the Board decided:</p> <p>Epaφος is listed as the selected company.</p> <p>Fall-back options: M4ke.it or Noesis.</p> <p>Point.be is not in position to provide a viable solution.</p> <p>Based on the answers received the contract will be signed with Epaφος. In case the answers are not satisfactory, the Board will decide in its September meeting the precise fall-back option.</p>		
<p>6.b. Approbation de la mise en œuvre du rapport IT d'Advensys / Approval of the implementation of the Advensys IT report (oral)</p>	<p>A new device was bought (switch) without approval by the EXCO.</p> <p>Firewall: RK is mandated to replace the firewall, in cooperation with Jacky Materna, before 15 July.</p> <p>Business continuity is the most important issue deriving from Advensys's report which is not yet implemented. It will be discussed in September.</p>	<p>RK to follow-up.</p>	<p>RK/GG</p>
<p>7. Approbation de la future politique des remboursements / Adoption of the future reimbursement policy (CA 23/2016 REV 1)</p>	<p>Options A and B are presented and discussed.</p> <p>The Board does not seem to agree on the two options, but option B seems to be more widely accepted.</p>	<p>The modified version will be circulated on Wednesday 22 June for comments through a written procedure</p>	<p>All members</p>

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	<p>Modifications to option B: administrative fee is fixed at 25€per sector.</p> <p>Changes: added "or the school modifies the timetable thereby preventing the student using the service".</p> <p>The chapeau in chapter 2 reads: in principle, fees paid for services offered by the APEEE are not reimbursed.</p> <p>As an exception to bullet 4 the canteen will be reimbursing after 10 consecutive services.</p>	(document adopted).	
<p>8. Approbation de la future politique des marchés et des paiements / Adoption of the future procurement and payments' policy (CA 30/2016)</p>	<p>The procurement policy is approved unanimously.</p>		
<p>9. Echange des vues sur la nouvelle politique de communication / Exchange of views on the new communication policy (CA 31/2016)</p>	<p>Not discussed because of lack of time. OdP will look at the document and heads of sectors will also look at this.</p>	<p>The document will be discussed in September.</p> <p>RK will create the mailing lists based on existing communication data of parents, which will be updated in September with the new school year.</p>	<p>RK/OdP/WG heads.</p>
<p>10. Echange des vues sur la nouvelle</p>	<p>Not discussed.</p>		

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convention des activités périscolaires / Exchange of views on the new convention on extra-curricular activities (CA 32/2016)			

Prochaine réunion du CA prévue pour le: **20 septembre 2016 à 19h00.**