

## **APEEEL2 APEEEL2 Annual General Meeting**

### **Thursday 21 November 2019**

**Conference Room, Admin Building, European Luxembourg 2 Mamer**

Total number of members present or having given a proxy at the start of the meeting: **29 votes**

#### **AGENDA:**

1. Adoption of the agenda
2. Adoption of minutes from previous AGM
3. Election of tellers
4. Financial report 2018-19
5. Annual report September 2018 – September 2019
6. Budget 2019-20
7. Modification of our statutes
8. Miscellaneous

#### **Start of the meeting at 18:30**

APEEEL2 President, André Schmutz (ASC) welcomes and thanks M Philipe Richard, our School Deputy Director for Nursery and Primary for his presence.

#### **1. Adoption of agenda**

- There are no additional points to be added to tonight's Agenda, so the Agenda is adopted at 18:35.

#### **2. Election of tellers**

ASC presents all members sitting on the Board: Delphine Ballaguy (DB) our Secretary General, Claudia Lange-Tramoni (CLT) our Vice-President for Secondary, Didier Hoareau (DH) our Vice-President for Admin & Finance and Tibor Tuboly (TT) our co-Treasurer.

Ms Danielle Ribs and Ms Hom Saihkay are elected as tellers at 18:40. Tellers roles are to count the votes during an AGM/EGM and APEEEL2 MC Members elections.

#### **3. Adoption of minutes from previous AGM**

A member complains that he didn't receive the Financial Report which will be presented tonight, even though he contacted us directly and via his class reps. ASC confirms that we have replied to his class rep, however we never received his message to our office.

ASC reviews the minutes of last AGM of 12 December 2018, recently published on our website and distributed to all members present.

**VOTE on adopting the minutes:**     Yes: all but 1  
   Abstention: 1

**The minutes are adopted at 18:45**

#### 4. Financial Report for 2018/2019 presented by TT

- Last year, we separated from FAPEEEL. As we took over the Periscolaire activities, we saw a ten-fold increase in our income, but it also generated extra costs. For the 1<sup>st</sup> time, we asked an accounting firm to look after our bookkeeping. Additionally, we asked an auditor to perform a full audit. The audit has not yet been validated as it is much more complex than in previous years. Therefore, we will be postponing all votes relating to accounting to our next Extraordinary General Meeting (EGM) on 5 December 2019.
- TT confirms that we have made a substantial profit for a non -profit organisation. There are several reasons for this, and our budget for 2019/20 is clearly showing that this will be exceptional case. As an explanation for this profit, we can confirm that we received an exceptional amount from FAPEEEL after the split, we didn't run Merite Jeunesse last year, and we were very cautious with our expenses, as this was our first year running the Periscolaire activities.
- A parent asks if we share our Periscolaire instructors with FAPEEEL. DB explains that instructors who were working for both sites in the past, continued working for both associations. The ones who were working only in Lux2 continued doing so. We have signed APEEEL2 contracts with all our instructors, and we currently employ an average of 60 instructors.
- ASC introduces all MC members present tonight as well as our assistant Florence Birrell.

#### 5. Annual Activity Report: September 2018 – September 2019

**DB presents the Annual Activity Report using a PowerPoint presentation, published on our website under ANNEXE 1.**

- **PERISCOLAIRE:**  
As was done in the past, we have continued with letting the system attributes available places via our online Periscolaire platform. We are aware that this can cause a lot of frustration for some parents who cannot get a place for some very popular activities, varying from one year to another. Anyone with a proposal on how to improve this system is welcome to email our office with details of their suggestion.
- **SUMMER CAMPS:** we have increased the number of places available, which incurred more work for our team.
- **PETITION** for Locally Recruited Teachers: our petition gathered over 3 000 signatures which helped reaching our goal to retain our very talented teachers. Ms Helen Valentine, from Lux1 has played a huge part in this achievement, as we only had 2/3 of the majority to win the votes. In the end, the agreement with EIB to invest more money in Lux1 and Lux2 was signed last month.
- **NEW MARKING SCALE:** ASC reminds all members that we need parents' feedback on the "New Marking Scale" topic, as we have heard of bad experiences but we need more concrete examples.
- ASC explains that we interpreted GDP (Data Protection) rules very strictly last year, when we asked parents to confirm that they agreed to receiving our emails during the APEEEL2 Elections process. We only received 1/3 of replies. After checking with a lawyer, we have now confirmation that we are

allowed to contact our members directly by email.

- ASC confirms that APEEEL2 is the only official representative for all Lux2 parents, whether they are APEEEL2 members or not. In the future, this may raise a question as whether APEEEL2 membership should be mandatory.
- **EDUCATIONAL SUPPORT:** we will try and get the tools used for Educational Support to be accepted to the Bac exam.
- **TRANSPORT:** we have received information that the improvement work project should finally start next summer. We will insist that MDDI (Ministry of Transport) arranges a specific meeting for our Lux2 parents to present the project. We have also received information that pupils post codes are now being shared to optimise the bus routes.
- **QUESTIONS & ANSWERS:** ASC asks whether anyone has any question / remarks on our Activity Report  
*Question from a member:* what type of remark do you expect regarding the New Marking Scale?  
*Answer from ASC:* we are interested in all feedback and questions. The New Marking Scale is a competency based approach (i.e. not just rating knowledge). ASC shows the Office of the European Schools website and all the documents available on this topic. DB reminds all members that APEEEL2 has previously arranged for an information meeting on New Marking Scale for all parents, and that a new meeting could be scheduled if required.

**The Activity Report is adopted at 19:40.**

## 6. Budget 2019/2020

- ASC presents the APEEEL2 provisional budget for 2019/2020, but explains that the voting process is postponed to our next Extraordinary General Meeting (EGM) on 5 December 2019.
- Our provisional Incomes of 600 000 euros are to match our provisional Costs, as we shouldn't make a profit being an Asbl.
- CAS (Comité d'Activités Sociales) should hopefully grant us their yearly subsidy again this year.
- SIX PAYMENTS, used by our Periscolaire platform for the payment of the activities, takes a commission of 2% on all the payments we receive. Digicash could be an alternative, but it also has a cost and it may not be sufficient to only offer Digicash as a means of payment to our parents.

A member suggests using both systems, Six Payments and Digicash, while asking parents to try their best to use Digicash. ASC answers that this solution would require more human resources.

- ASC confirms we are still below the threshold of taxation.

## 7. Modification of statutes

- As we do not have the required quorum of 2/3 of our members present tonight, the voting process on the modification of APEEEL2 statutes is postponed to our next EGM on 5 December 2019 (when no

quorum will be required). The document detailing the proposed changes is published on our website.

- CTL explains the reasons for the modification of statutes:
  - We need for our newly appointed Secretary General to have the possibility to represent our Management Committee, but without any voting powers.
  - We have also modified our Membership process, which now requires members to create an online profile, instead of submitting a paper Membership Form in the past. CLT reviews and explains each modification as shown on the screen. The document is published on our website under **ANNEXE 2**.

## 8. Miscellaneous - Time for Questions

- A parent, presenting himself as a new parent at the School, raises a Security query: parents of Secondary pupils are not informed by the School if their children are absent at the start of the 1st period in the morning. He insists that this isn't about knowing where his child is, but only being informed that his child isn't at school when he should be. His child was previously at Lycée Vauban, where parents were informed in such cases.
  - *Answer from the APEEEL Board:*
    - ASC confirms that, so far, the School doesn't have such a policy in Secondary.
    - DB also confirms that parents are informed of their child's absence via the School SMS system, but they are not contacted by phone or email in the morning in such a case.
    - ASC informs all members that, to his knowledge, this is the first time this type of questions is submitted to APEEEL2. He confirms that there would be technical constraints to inform parents by email, due to the School SMS limitations.
  - The School Pedagogical Secretary for Nursery & Primary is present tonight. She confirms that the policy to inform parents in such a case is in place in Primary, and works very well.
  - Another parent questions the other European Schools' policies on this subject. Other parents also mention that if a child has to go and see the School nurse, parents are only contacted if medicines must be administered. Otherwise, they are not informed at all.
  - DH agrees that we need to check with the School what is the detailed protocol for contacting parents in the Secondary cycle.
- A parent asks for updates on the topic of starting L3 language in P3
  - *Answer from the APEEEL Board :*  
ASC explains that this issue is still being debated within the Language policy working group. The latest update is that teachers' representatives, as well as some inspectors, are not in favour of starting L3 in P3 because there would be a cost impact for the School, due to the need of recruiting new teachers.

## Final remarks and closing of meeting

- ASC thanks all members for attending tonight's meeting.
- Our next EGM is scheduled for 5 December 2019 at 18:30

**As there are no more topics to be discussed, the meeting closes at 20:15.**