

APEEEL2 2023
Management Committee Election

CALL FOR CANDIDATES

APEEEL2: Parents' Association of the European School Luxembourg II
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APEEEL2 President: Mr André Schmutz

Who is APEEEL2?

- Whilst parents are always free to take actions on their own individual initiative in formal or informal ways, it is often more efficient and effective to work through or with the Parents' Association, which, in the case of parents of the European School Luxembourg II is **APEEEL2**.
- It is APEEEL2 which is officially recognized by the School as the representative of parents. In its work, the Parents' Association aims both to represent the views of parents from an informed and experienced overall perspective, and to provide a channel of communication between the School and the parents.
- The decision-making body of APEEEL2 is its **Management Committee** with a maximum of 21 elected voting members. Additional non-voting members can be co-opted under certain conditions. Management Committee members are elected for a three-year term. Every year, some members of our Management Committee stand down, with some members leaving the Committee altogether. Retiring members can stand for re-election. The elections are publicised as widely as possible in order to allow new candidates to register their interest. If more candidatures are received than there are vacancies, a formal election is organized.
- Although the Parents' Association works in the interest of all parents and their children, only those families who are paid-up members of the Association can stand for election or vote. Each family who has paid their annual membership fee has one vote.

Applying as a candidate

- We welcome candidatures from all language sections, all cycles (Nursery, Primary & Secondary) as well as all categories (I-II-III).
  The only formal constraint is that candidates must be fully paid-up members of APEEEL2.
- We work through a number of different Interest Groups, dealing with various pedagogical issues (e.g. *Educational Support*, *Nursery & Primary*, *Secondary*), as well as in groups dealing with other important dossiers (e.g. *Canteen*, *Health & Safety*, *Sustainability*), some of which are particularly complex (e.g. the *Extracurricular Activities*, *Transport*).
- Interest in specific topics is important. More so is the capacity and motivation to learn new skills. **Above all, candidates must have the ability to devote the necessary time and energy to working consistently and coherently, within a team, on issues of relevance**.
- We are currently particularly interested in recruiting parents prepared to work with experienced members of the Management Committee to enable transfer of knowledge and experience. In this way, we hope to build a pool of parents with the capacities of representing parents and pupils' interests in the years to come.
- Since September 2018, APEEEL2 has become fully independent in managing our secretariat, other staff, and the running of all our **Periscolaire activities,** thus allowing us to improve the structure of our association.
- The European Schools – not least our School, the newest of the European Schools on the Mamer site in Luxembourg – are excellent schools. But there is no reason for complacency, the European Schools could be improved many times. What better motivation to register as a candidate than the knowledge that one can make a direct contribution to improving our pupils' welfare?

Please do not hesitate to send us your application without delay!

What is involved in working with our Management Committee?

- Our Management Committee operates on some sort of "from each according to their abilities, to each according to their needs" basis. Formal **Committee meetings** are scheduled one evening per month during term time. Participation in such meetings is important. More important however is a committee member's active, regular, and consistent contribution to the different working groups, as well as the organization and running of our different activities, events, and initiatives.
- Different Working Groups operate in different ways. Some meet at regular intervals, others work in intensive bursts. The Working Groups reflect the direction and spirit agreed during meetings of the Management Committee. Some members of the Management Committee take on several responsibilities, depending on their aptitudes, experience, interests – and their ability to juggle life/work/APEEEL2 commitments! Others take on fewer roles.
- **The work of APEEEL2 is done on an entirely VOLUNTARY basis.** There is no remuneration (although expenses can be reimbursed). Some employers (particularly the Institutions) may

give special leave for participation in formal meetings (e.g. Administrative Board and School Advisory and Education Councils).

- As a Management Committee member, you are also expected to attend as many APEEEL2 events as possible (Careers Day, 2nd hand book sale, Parents conferences …)

Other ways to get involved with APEEEL2

And if joining the Management Committee is not your cup of tea, there are plenty of other ways to be involved. The European Schools can better achieve their true potential with the support and collaboration of all stakeholders, parents included. Involvement may include:

- Becoming a **Class Representative** (many Management Committee members are either former or current class representatives).
- Helping with the organization of APEEEL2 events of which APEEEL2 is collaborating closely with the School, such as "Careers Day".

If you would like to discuss different ways to participate/help, please contact the members of our Management Committee by sending an email to office@apeeel2.lu.

The Parents' Associations

Educational research around the world has long shown that children do best when families are involved in and understand the schools their children are attending, and when the school management and teachers value the views and contribution of parents.

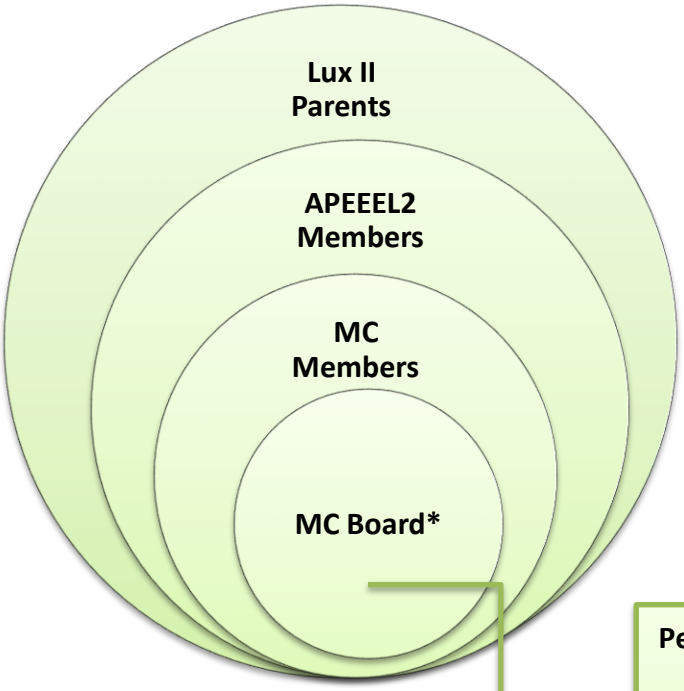
Article 2 of the General Rules of the European Schools obliges the management of each school to work with the local Parents' Association to promote the closest possible cooperation with this Association.

Our mission - "Our APEEEL2 for Our School"

To continue building a multicultural school community based on trust and dialogue to nurture each pupil's skills talents and aspirations.

APEEEL2 Organisational Chart

The APEEEL2 Management Committee (MC), through its Secretariat and led by its **Executive Bureau**, works with other parents, especially with **Class Representatives,** and with other parents directly involved in various activities, events, and initiatives organized by the Association.



*** MC Board**
- President
- Vice-President Admin & Finance
- Vice-President Secondary
- Vice-President Nursery & Primary
- Treasurer
- Secretary

Permanent APEEEL2 Staff

- Administrative
  - Secretary General
  - Communication Assistant
  - Administrative & Accounting Assistant
  - Periscolaire Onsite Coordinator
- Periscolaire Instructors and accompanists

Formal Notice
Elections and Call for Candidates

Listed below are all 21 members of our current Management Committee, with the attribution of their children in terms of language section and cycle. Members requiring re-election or standing down for the next school year are highlighted in grey.

De Gennaro Luca	IT	Sec	Rossignol Nicolas	FR	Prim/Sec
Egelund Rasmus	DK	Pri	Saihkay Hom	EN	Nur/Prim
Fischer Stefanie	DE	Sec	Schaefer Achim	DE	Sec
Fragkiadaki Chrysoula	EL	Nur/Prim	Schmutz André	FR	Sec
Hoareau Didier	FR	Pri	Tamborrini Tiziana	IT	Sec
Kipre Diane	FR	Prim	Tuboly Tibor	HU/SWALS	Pri/Sec
Knight Chris	FR	Pri/Sec	Vakondios Petros	EL	Sec
Lange Tramoni Claudia	DE	Sec	Vasiloglou Areti	EL	Prim/Sec
Luboya Johan	FR	Prim	Wunderlich Stefan	DE	Sec
Petrone Enza	FR	Sec	Zani Roberta	IT	Pri/Sec
Prajs Mateja	SWALS	Sec			

1. The Association is administered by a Management Committee (MC) consisting of a minimum of 11 and a maximum of 21 members, each of whom has **a term of office of three years**.
2. This year, 10 members will stand down or present themselves for re-election as their mandate will terminate on 31/08/2023.
   We have therefore a total of **10 posts to be filled for the school year 2023/2024**.
3. Only parents who have paid their current annual membership to the Association by 1 April 2023 can be candidates and/or vote in our 2023 elections. Each family has one vote, and only one parent can be a candidate.
4. Members of the Association who wish to present themselves as candidates are required to familiarize themselves and comply with the election rules and background information contained in this document.

All candidates should submit a short-typed description of themselves, including their motivation (approximately ten lines), in either English or French, together with a recent photograph, and communicate this information along with their application. A short presentation/motivation text in a second EU language should also be provided. This information will be communicated to electors together with the final list of candidates. The **application form** is included below and can also be downloaded in a Word format on our webpage https://www.apeeel2.lu/call-for-candidates-for-apeeel2-management-committee-deadline-18-05-23/

Candidates must send their completed application forms by email to office@apeeel2.lu in **Word format ".doc(x)",** together with their **scanned photo image** in jpeg or gif format (maximum 150KB).

5. Applications must reach the Association at the latest by **Thursday 18 May 2023 at 24:00.**
6. In case there are more candidates than available seats, an election program will be prepared, including "how to vote" instructions, candidate details, voting slips and a timetable. In this event, elections will take place **online at the beginning of June** using the secure online voting system named BELENIOS.
7. Counting votes will be the responsibility of the tellers elected during the APEEEL2 Annual General Assembly held on 29 November 2022. To ensure transparency in both the process and the communication of the results, the counting of the votes will be organized in the presence of the Elections Working Group composed of:
   - The Tellers: Carolina Liberge and Nicolas Rossignol
   - Two Management Committee members not running for election: André Schmutz and Mateja Prajs.
   - The APEEEL2 Secretary General Delphine Ballaguy, and/or the APEEEL2 Assistant Florence Birrell.
8. Once the outcome of the voting process is known, successful candidates will be invited to participate in our last MC meeting for this school year planned for 29 June 2022, when new board members will be elected.

Candidate Registration Form -
APEEEL2 Management Committee elections 2023

(for APEEEL2 members only)

This form is also available in Word format on our webpage https://www.apeeel2.lu/management-committee-elections/.

Name, First name .....
Personal presentation
Short motivation statement - in French or English
Motivation statement translated into another EU language
Your contacts GSM telephone ..... Office telephone ..... Email address .....
Language section + school year of your child/ren at Lux2 in 2022/2023 e.g. "DE P3" is German section, Primary 3 Child 1..... Child 2..... Child 3..... Child 4.....
Please include a photograph (in "jpg" or "gif" format, max 150 KB) **and email to office@apeeel2.lu at the latest by Thursday 18 May 2023 at 24:00**