



Activity report

2014-2015

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**The Parents Association
of the European School
Brussels 1**



Pere MOLES PALLEJA
President of the Parents association

A word from the President

As I write these lines, the situation is quite critical. The terror alert level has risen to four in Brussels, and the school is closed. Works have not yet started on the Fabiola building after more than three years. And there is still no gas available on the Uccle site with notable impact on the canteen, science labs and swimming pool.

I share the anger that many of you are feeling under these circumstances.

Yet in spite of all this, last year also had bright spots.

I would especially like to congratulate the Canteen Committee, and in particular Teresa Fernandez Gil, for making the Herculean effort to have our new self-service up and running in time for the beginning of the academic year. Despite the teething problems that accompany any change of this scale—and despite having to make do without gas for more than a trimester—the new “self” has been a big success!

The Well-Being Committee has initiated several new projects to improve life at our school. These include the fight against addictions and project on mindfulness.

The new Community Building Committee has worked together with the school to improve the playgrounds and to launch the Fablab.

I would also like to express our gratitude to Eric Leurquin for coordinating this year's fantastic School Party.

Eureka volunteers continue to work very hard to improve the recovery and return of lost items. Extraordinary opening days have already become a nice tradition

A financial working group has been put in place to advise the Administrative Board on relevant financial matters.

Thank you everyone for your involvement and your enthusiastic work!

The Parents Association **in the school**



Katarzyna GŁOWACKA-ROCHEBONNE
APEEE Vice-President for nursery and primary
Pere MOLES PALLEJA
President of the Parents association

Nursery and Primary

Primary and Nursery

The Régie de Bâtiments did not respect the deadline for the renovation of the building Fabiola. The works were postponed another year. We much regret this unacceptable decision.

The Education Council met three times during the year, in September, December and June.

The population substantially increased in 2014-2015, 214 students in Nursery and 206 in Primary. This has led to a big overcrowding of the cycles.

The cycles prepared for the program anti-bullying Kiva and trained some teachers. The program will be fully implemented in 2015/2016.

A new report card was implemented for Nursery and Primary, based on the new School Management System.

The school developed a trans-curriculum project on gardening.

Security at the Berkendael playground

The issue has still been drawing our attention. During the previous school year, Mrs Nordstroem, the school director, went around all the classrooms together with the supervisors. During these visits, they explained the role of the supervisors. They explained and showed the idea of the yellow vests, for easier recognition. Pupils were asked if they knew the names of the supervisors and it turned out that most of the pupils knew them. The class teachers were also explaining and discussing with the pupils, in their native languages, the messages that were conveyed during these visits to ensure that the entire class has understood the message that supervisors are there to help pupils and also monitor them.

Glad about the positive effect, the director promised to repeat the same action this school year, too.



Denise CHIRCOP
APEEE Vice-President for Secondary

Secondary School

APEEE is active on two levels in the secondary school. On one hand it has maintained an open dialogue with the school on issues that reflect parental concerns and on the other, it has collaborated on projects that enrich the school life.

Discussions with school

Parent representatives at secondary level meet the school administration on a regular basis to discuss relevant issues. As I had explained in greater detail in my report last year, the most formal level of meetings is the Secondary Education Council which brings together administration, teacher representatives, parent representatives and student representatives. The secondary is also represented in bilateral meetings between the school administration and the APEEE leadership. This year discussions have focused mainly on issues of adjustment due to the changes in the S1 to S3 programme, B-tests in S4, exit cards for S4, school trips in general and in particular the cancellation of the trip to the Eurospace Centre and the viewing of corrected tests and exams in S6 and S7.

Changes in the language teaching regime mean that the third language is introduced as from S1. Whereas some students might already have some acquaintance with the third language, others, who are newcomers in S1, might face the added difficulty of two new languages (L2 and L3) at the moment of transition between school systems. This raises the issue of whether classes should be homogeneous or heterogeneous and some parents have drawn attention to what they considered to be inconsistencies in approach between years and language sections. The school has explained that in general there is a preference for homogeneous groups in the lower years, where numbers allow this, and then groups become heterogeneous in the upper years given that all students have to sit for the same BAC exam. The issue can be looked at more closely so that the policy is applied more evenly.

Swals parents have also drawn attention to the anomalies in the language teaching regime of Swals students. In the context of the secondary school reform a language working group will be set up and this could result in a refocusing of language teaching in the European Schools in the future. We will monitor progress in this area with the help of our Interparents representatives and we will continue to endeavour so that these issues will be addressed in this forum.

There were also some problems for students who took up Latin on a trial basis but then expressed a wish to switch to ICT. Unfortunately both the rules and consequently the school's communication were a little ambiguous and some students risked being made to carry on with a subject even though they had chosen it on the understanding that they would be able to change if they wished to do so the following years. Following discussions, the school allowed students to change subjects for this year and will establish clearer rules and communication for the future.

The parents' association also noted time-tabling difficulties due to an increase in lessons. These have led to situations where students need to be let out earlier not to miss the bus or subjects that should be considered as 'host-country language subjects' becoming effectively subjects taught in L2. We have raised our concern on these matters and we hope that these problems will be tackled in the context of the larger discussion on the reform of our secondary schools.

During the Secondary Education Council meetings it became clear that several quarters felt that B-tests in S4 are a little too frequent and the fixed time-table may hinder the teaching process as it could disrupt the rhythm of class teaching. This is because at times exams are set but the topic is not yet completely covered. Parents, teachers and students have agreed to raise this issue at higher levels in the hope that a less disruptive system could be adopted.

Another discussion related to S4 was related to the issuing of exit cards. The school suggested that it might be preferable for students in S4 not to be allowed to leave the school premises during break times. Parental opinion on this matter was extremely divided with some parents expressing very strong opinions either way. In view of this APEEE could not take a single position and eventually the school decided to maintain the current system.

School trips in general have also been discussed. The school holds that there are enough out-of-school activities being organised and that it would be highly disruptive to add any more trips. This is mostly because accompanying teachers will necessarily miss lessons with other classes who are still in school, increasing problems of replacement and missed lessons. On a different level, parents were extremely disappointed with the sudden cancellation of the trip to the Euro space Centre due to a national strike that had been announced well in advance. Although the school promised to reimburse parents what it could recover from the expenses, parents hope that such decisions are not left to the very last minute.

Finally, parents have expressed the wish to view the marked tests of S6 and S7 students pointing to the pedagogical value of students being able to review their performance. Since these tests will contribute towards the final BAC mark, students cannot take these papers away to ensure that they are not tampered with. On the other hand the school has indicated that nothing stops students from taking a picture of the marked scripts which they can keep to guide their revision.

Projects with the school

This year the APEEE has collaborated on three projects that concern the secondary school.

Having studied the issue of drug prevention quite extensively for some time, APEEE made its proposals to the school and they have been received very openly. Whereas a number of collaborative initiatives were undertaken successfully in the past, the new approach seeks to be more systematic and to reach all students in the secondary school at

different points. It also aims not to rob students too much from their time on subjects. The school has drawn up a programme for different year groups and organisations have been contacted with the help of the parents' association. The long-term objective is to give prevention programmes in the mother tongue as much as possible though this is not yet the case. Expenses for these programmes will be covered by the school, the parents' association and parental contributions.

For the second year running, the school guidance service has organised a 'jobs forum' with the help of the parents' association. Parent volunteers have kindly accepted to speak about their jobs in half hour sessions with small groups of students. The event attracted good attendance by parent volunteers and students who came seeking inspiration for their future. We hope that this collaboration will carry on and that it would be possible to show-case a wider range of careers.

The Fablab is a project that started with a small group of students (Ivo Arabadjiev, Victor Bourgin and Maxim Simmons) who won a 3-D printer which they donated to the school and their teachers (Mrs Theunissen, Mr. Campo and Mr. Jourde). APEEE discussed this project with the proponents to ensure that investments in the Fablab would truly benefit the whole school community and it has offered its wholehearted support to this project. Money was collected by means of crowd-funding and the Fablab is now open. We want to express our pride in these students and encourage such initiatives in the future.



Fairouz ROTENBERG
Gilbert LUCIANI
Members of the CSH

Committee on Safety and Hygiène

Safety and Hygiene Council (CSH)

The three members of the Board of the Parents Association mandated at the Safety and Hygiene Council have had this year the task of responding to the concerns of parents regarding school safety, following the attacks aimed at the Jewish Museum of Belgium, Charlie Hebdo and Thalys, as well as the Vigipirate plan set up by the Belgian government.

We have had extensive discussions on this question at our Safety and Hygiene meetings and the school management immediately reacted positively enhancing the security.

Indeed, it has implemented a number of measures, like:

- the entrance by Chaussée de Waterloo to be available only at certain time frame,
- the compulsory wearing of badges for all the staff, teachers, management, service, etc.

We addressed also the problem of sewage in the Gutenberg building.

The school management is in a close connection with the Buildings Agency /la Régie des Bâtiments/ which is focused for the moment on the environmental permit to be granted before 15-06-2015. That issue needs follow-on.

The school asked the company Vinçotte (dealing with conformity assessment) to control the laboratories. They detected a loss of pressure in the gas lines in Da Vinci building (sciences). La Régie des Bâtiments responded immediately by testing the installation. The main lines were not questioned. A new test will be held class by class. The school also sought full control of the school, heating system included, during the May vacation.

Parents were also concerned about the number and type of incidents that happened outdoors during the school breaks. The school management indicated us that 3% of students pass through the infirmary, mostly for headaches, diseases, scratches....

For the well-being of our children, the school management has decided to install a canopy at the Chaussée de Waterloo entrance, close to the security guards lodge, so that children can take shelter in case of waiting buses or parents. It has also removed the small yellow concrete cubes from the pedestrian path at the Vert Chasseur entrance.



Andrej KOBÉ
Member of the APEEE Board

« SWALS »

SWALS – Children Without A Language Section

Organisation of teaching of SWALS, students of different nationalities for whom the numbers do not allow the setting of dedicated language sections, is at the heart of the ES education system. Students are organised inside 'vehicular language' sections (FR, EN, DE) but maintain mother tongue L1 classes. In Brussels, the number of pupils allows organisation of section for almost all nationalities. The few remaining are spread between the four Brussels schools; Slovenes are the major group in Uccle, with several additional Croatian, Romanian and Bulgarian pupils.

As SWALS are represented already through the representatives of the vehicular sections they attend, SWALS representative in CA is there principally to identify and help address any specificities due to the differences in the organisation of learning for SWALS (timetables, language trips etc.) and in particular to help assess the potential differences in impact and required response in changes in the vehicular sections or in general, such as due to the secondary reform. Any such work is closely coordinated with the representatives of the vehicular sections, in particular EN sections that hosts the majority of SWALS.

In 2014-15 there were no completely specific SWALS issues that needed to be addressed in the school



Fairouz ROTENBERG
Esther PROFICZ
Members of the Working Group

Well-being of children & adolescents

The 2014-2015 school year was not very rich in events but rather in reflection on the future actions to be taken and how to make parents more susceptible.

We, the members of this working group are convinced that the first layer of prevention passes always through the parents. Our actions are thereby aimed to both students and their parents, actually to you! Conferences organized before have not achieved the expected positive outcome...

Our list of topics remains pretty much the same:

- Violence and harassment
- Drugs, alcohol and other addictive substances
- Dependencies to video games, Internet and other similar screens; dangers associated with the social networks
- EVRAS - Life Education, facing the rise of the porn industry in particular
- Self-esteem
- Managing the stress and emotions, the concentration,
- Etc.

Our intention is to reach all the students, without exception, but we face limitations as to find speakers in the different languages spoken at the school, and that makes us again call for your help and support. If you have in mind any qualified speakers in the different fields below, please let us know via the secretariat of the APEEE.

Josiane Grosch took part this year in the French-speaking S2 classes and in a class "test" of French language 2, on the topic of self-esteem.

You can find below our plans for the school year 2015-2016:

- Nicolas Ancion on the theme of addiction to video games and other screens. Interventions in the French-speaking S2 classes and before French as a second language classes.
Parents Conference.
- Josiane Grosch on the theme of self-esteem.

Interventions in the French-speaking S1 or S3 classes and before French as a second language classes.

- Sophie Raynal, Anne-Valérie Giannoli, Laia Vintro and Emilia Jarvis on the theme of managing emotions and stress, of "attention it works!".

Interventions in the primary classes by a cycle of 8 weeks with the participating teachers /on a voluntary basis/.

Interventions in the secondary classes or groups according to the availability of the participating teachers.

These interventions can take place in French, English and Spanish.

- The Growth Group on the theme of sensibility and sexuality.

No project is yet defined clearly, but interventions could take place, both in primary and secondary school, into the different languages present in the school.

- The association "Stop Drugs" on the fight against drugs, tobacco and alcohol.

Interventions will take place in the secondary, in all the classes of the different levels, in French and English.

Parents Conference on lunch time in the premises of the European Institutions and at school in the evening.

We are delighted by the excellent collaboration with the school on all of these projects. They will be funded by the Parents Association, by the school and thanks to the benefits of the Feast of the school.



Samantha CHAITKIN
Member of the Working Group

Community building

There are plenty of ways concerned parents can be involved in confronting the many problems at our school, from scheduling conflicts and failure rates, to disrespect of property and drug abuse, and in the organization of necessary services like the canteen, the transport, the extracurricular activities.

But are there enough ways to celebrate what is good and special about our school and the people who make up our school community? Are there enough opportunities to get to know other families, teachers, school staff? Is it possible that some of the problems stem from a lack of identity, belonging, and “ownership” of the school by students, parents and employees?

In early 2015 the APEEE established a Community Building Working Group with a two-fold mission: firstly, to organize the expenditure of funds raised at the main community activity of our school, the biennial Fete de l’Ecole. The second is to develop the school community through initiatives and activities that bring people together, helping to make the school motto, “Vivre ensemble” a happy reality.

The work of the group started off with a meeting to establish criteria for expenditure of Fete de l’Ecole funds. It was suggested, and later approved by the Administrative Council, that these revenues should be split roughly into thirds:

- first, “charitable causes”, with an emphasis on those with a tradition of support by the school and broad involvement of students and staff, including pedagogical links;
- second, “infrastructure”, to support the school’s efforts to improve the site for the benefit of primary and secondary students and school life
- third, “projects” that may be proposed by anyone in the school community, that must meet selection criteria and standards.

This approach has helped the APEEE deal with the special challenge of 2015, to spend both funds outstanding from the previous (2013) Fete de l’ecole and the new funds brought in by the 2015 Fete (note: the APEEE budget based on member contributions has not been in the scope of the Community Building Working Group’s mandate so far). Subtracting the charitable contributions which were handled by the usual contact persons of the different charity groups, the Community Building working group worked through the spring to commit the remainder according to the principles above and rigorous attention to transparency and accountability. A Financial Workind Group was also established by the CA to assist in ensuring proposals were likely to be sound investments.

2015 has already seen Fete money committed and spent, all in cooperation with different school community members who, as their job or as an extra effort, are working on making the school a better and more interesting place:

- The Fab Lab (a 3-D printing and design laboratory set up and run as a teacher/student initiative): Following the very successful crowdsourcing fundraiser to which numerous parents contributed, the organisers of the Fab Lab requested a further €4,900 for the purchase of work stations and other equipment necessary for finally starting the Fab Lab activities, small group courses in electronics and design, beginning in September 2016. This was a testing ground for the Working Group's "projects" approach: certainly everyone was enthusiastic about the Fab Lab, but would it serve a wide enough tranche of our school community? Were the funds requested necessary and did we have assurances they would be spent efficiently? In the end the money was donated and the Fab Lab was up and running for direct pedagogical and also extracurricular activities when school opened in the fall. We are monitoring the progress on the lab and will look for ways to support its widespread use in our courses and other programmes (European hours, mini-entreprise, wizz kids, etc.).
- The Margaret Brennan Music Prizes: The Community Building Working Group proposed and established the Margaret Brennan Music Prizes in honour of our beloved primary music teacher and choir master to mark her departure after 40 years of work at Uccle. The parameters for the prize are still being established in close cooperation with Margaret Brennan, and we hope to involve her in the first years of judging and handing out prizes.
- The "Parcours" playground for P4-P5: Generations of EEB1 students have loved the "cabane" in the P4-P5 playground known as the "parcours" until it was removed, together with several other pieces deemed unsafe in the winter of 2014-15. Effectively, this rendered the playground distinctly not a continuous parcours, and teaching staff and students alike lamented the sad state of its remaining equipment. The Community Building Working Group collaborated with the school administrator responsible for such infrastructure to offer matching funds from the Fete money to refurbish this playground. Working Group members inspected the different playgrounds available to both primary and secondary students, and surveyed playground users, past users, surveillants and upper-primary teachers to arrive at recommendations for replacement equipment. We met with the administrator Mr Segers, members of his staff, and two different playground companies before deciding together with the school on a plan for the new playground equipment – to include two "cabanes"! P4-P5 students will soon be enjoying the fruits of this donation, and we are looking at how we can support the redesign of secondary recreational spaces on campus for the next round, and to continue the good cooperation with the school for a longer-term strategy.

The Community Building Working Group has learned from these experiences and is on the lookout for new projects and contributions to infrastructure that will contribute to the positive life of the school. We are already noticing needs in such areas as IT connectivity, the cafeterias, and the best way to use etudes and libraries. And we are hoping that brilliant ideas will come from the students, teachers, parents and staff of the school community in the coming years.

Meanwhile, however, the Community Building Working Group would like to step up its other tasks, which would engage the school community in activities and initiatives that don't necessarily require a budget. One main idea is to set up a regular meeting of representatives of all parts of the community to identify areas for improvement and illumination of school life. Other suggestions have ranged from teacher appreciation day, to "meet your neighborhood" events with local police, services and businesses, to sports tournaments, and so on. Linking up with existing teacher initiatives is definitely on the agenda. We are hoping more people will join the Community Building Working Group to bring more energy to these ideas!



Eric LEURQUIN
Pere MOLES PALLEJA
Members of the APEEE Board

Fête de l'école 2015

European School in Uccle held its fête on 25th April 2015.

Our first objective was to have a joyful and happy gathering of our multicultural school community. This was achieved as it is estimated that 2000 to 3000 people came to the fête.

The feedback was very positive and we'd like to thank everyone who actively participated.

School fêtes also make it possible to collect money for various projects taking place in our school and elsewhere.

In 2015 the fete made profit of 20,144.52 €.

Other stands collected money as well: mostly for humanitarian purposes, for Madagascar, Zambia project, l'Asbl Enfants au travail Belgica NNATs, but also for Students' Committee and school libraries.

The School and APEEE working groups have been considering what would be the best use of this money to ensure that the pupils and students are the key beneficiaries.

The profit of the fête 2015 can be added to the amounts left over from two earlier fêtes (2011 and 2013).

Together with the School the APEEE Board has decided to distribute the money in the following way:

- Grants for educational projects: 2,000 €
- Projects for well-being of pupils and students: 7,800 €
- School equipment: 15,144 €
- Community building: 2,000 €
- Reserve: 5,146 €

The details of the two working groups "Well-being of pupils and students" and "Community building" are explained separately in this report.

The School has already received two contributions for equipment:

- 4,900 € for Fablab
- 4,000 € for refurbishment of the playing area of the primary school.

A 500 € grant for musical study was approved as a thank you gesture to Ms Brennan, primary school teacher who left the Uccle school after 40 years of teaching. Practical arrangements have not been decided yet.

The EEB1 orchestra also received a grant (1,480 €) to employ an additional person.

A long-term project on Drug Prevention in different languages, used at our school (mother tongue), has been presented to the management of the secondary school.

The Parents Association

beyond the school



Kathryn MATHÉ
Member of the APEEE Board

Interparents

Interparents is the federating association of the parents associations of all type I European Schools. Interparents legally represents the parents of the European Schools in OSGES (Office of the Secretary General of the European Schools) working groups and in the semi-annual Board of Governors and its preparatory meetings (the pedagogical and budgetary committees). In 2014-2015, Interparents held four internal meetings timed in connection with the semi-annual OSGES meeting cycle. Meetings were hosted at the seat of the parents associations of the following schools: Laeken, Frankfurt, Woluwe, Munich.

EEBI – Uccle currently sends two APEEE board members as delegates to Interparents: Pere Moles-Palleja and Kathryn Mathe. Our delegates represent the interests of the Uccle APEEE in discussions on a range of issues and also facilitate communication between our APEEE and Interparents. Finally, as part of the Interparents team, our delegates also work to particular dossiers, including Secondary Reform, Funding / Resourcing, Enrolment and Internal Procedures.

In 2014-2015, funding and burden sharing were high on the agenda as the Commission engaged in a legal / diplomatic battle with other European institutions in an attempt to tap additional sources of funding. The contribution of the Member States to our system is decreasing as a result of an inadequate cost sharing solution introduced in June 2014. At the same time, pupil numbers are rising, though the increase is more pronounced in certain schools and in certain sections. These developments have put pressure on the staffing of the system. The schools are depending more on locally contracted staff, and local contract conditions are considered uncompetitive. There was hope that a new local contract model would be agreed, but in the end, hopes were disappointed. Classrooms are also in short supply as hosting Member States (e.g. Belgium, Germany and Italy) are unable or unwilling to provide the needed infrastructure. At Uccle, our population is currently almost 300 pupils over the capacity of the school.

Throughout the year Interparents worked on numerous issues, including:

- **Organisation of Secondary Studies:**

In September 2014, changes approved by the Board of Governors to the S1-S3 programme were implemented; the outcomes have yet to be examined. The proposal to reorganise the S4-S7 programme was submitted for external evaluation by the Institute of Education (London). Their report delivered in July 2015 rejected the proposed reforms as unfit-for-purpose. A task force is currently being set up to lead a multi-year reform process, examining our curriculum from

the perspective of fundamental principles and objectives (such as the “8 key competences”). The need for a comprehensive language policy has also been highlighted. Interparents remains particularly concerned about access to universities across the EU. We also support the report’s recommendation for better training, recruiting and retention of teaching staff and middle management.

- **Assessment:**

The Marking Scale used in Secondary has been set to change for some years in order to address weaknesses of the current scale as well as problems of grade interpretation in the various Member States. A decision was taken 2011 to move from a ten-point to a seven-point scale (with five passing and two failing marks). The new scale was approved in April 2015, and work has begun on defining descriptors for grades across all subjects. Interparents remains concerned with harmonisation and teacher training, as both are critical factors in the successful introduction of the new scheme. Interparents is working to ensure a smooth piloting and introduction of the new scale, which will be launched in 2017. The first Baccalaureate based on the new scale will be in 2020.

In September 2014 new primary school report was also introduced with relative success. The new report was designed to place emphasis on acquired competences.

- **Educational Support:**

In April 2015, the Board of Governors approved a proposal to adapt the budgeting of educational support in order to enable a more child-centered and flexible approach. Interparents ensured that the provision for intensive support was safeguarded and will continue follow the implementation closely.

- **Legal Protection:**

In April 2015 the Board of Governors endorsed a proposal to introduce a second ('referral') stage within the Complaints Procedure. Interparents voiced concerns that such an additional step—even if serving as an internal 'appeal'—would increase the duration and potential cost of the process.

- **Infrastructure in Brussels:**

Back in 2010, the Board of Governors identified the need for a new site in Brussels. Unfortunately, the Belgian authorities have thus far failed to honour their host country obligation to provide a full and proper European School. Currently, they provide the primary-only campus at Berkendael (maximum capacity 1000 pupils) on a temporary basis. In December 2014, the Board of Governors rejected a proposal to create EEBB the Berkendael School. Among the reasons cited for this decision were: 1) the lack of resources available to the school, 2) an inadequate analysis of the school’s section structure and 3) the absence of contingency planning which undermined legal certainty about the educational future of those enrolled at the site. Interparents continues to follow this issue closely. (N.B. In December 2015, Berkendael was approved as a temporary annex to the Uccle school and will enrol newly-created Slovak and Latvian sections as well as a French section.)

- **Quality assurance of the Baccalaureate:**

The European Baccalaureate remains a key concern. The 2014-2015 school ended (like the year before it) with negotiations between Interparents and the Baccalaureate and Pedagogical Units over problems in written exam papers in certain subject. Interparents helped broker a solution which we believe was fair, timely and proportional. We continue to push OSGES to put in place more robust quality control mechanisms.

Interparents formally took part in the following working groups: Organisation of Secondary Studies, Careers / Orientation, Languages, Student Exchanges, Gaignage (creation / continuation of sections), Assessment in Secondary, Educational Support, IT Strategy and Translation (of pedagogical documents). Beyond this, we participated in the review and analysis of numerous syllabi, proposals and initiatives, revisions to the rules and regulations and statistical reporting throughout the year.

In 2015-2016, progress must be made on a number of issues in order to enable the European School System to equip its pupils to compete on the world stage. Interparents will continue to press for financial and intellectual investment in the system in order to ensure a high-level education for all our students.



Kathryn MATHÉ
Hajo ALTENBERG
Members of the APEEE Board

Central Enrolment Authority (ACI)

Results of the 2015-2016 Enrolment Policy (December 2014)

This year the population in the four EEBs mounted as the schools continued to await the fifth school (capacity 2500) promised by the Belgian government in 2010. The total population currently stands at 11,890 students while the capacity of the four schools together is 11,350 students. Since September 2015, the intergovernmental organisation of the European Schools has not been in a position to guarantee a place to all category I students in Brussels.

In response to the overcrowding and in an effort to better optimize capacity, in January 2015 the Board of Governors voted a fundamental change to the so-called “sibling rule”. According to this rule, applicants with siblings already in a school receive priority status when applying to the school, and those siblings applying at the same time receive favourable consideration. According to the new formulation, when siblings were in different cycles (defined as nursery and primary on one side and secondary on the other), the presence of siblings would no longer be a factor in the consideration of the application. In the wake of the first phase results, several families appealed this ruling, and it was overturned by the Complaints Board of the European Schools (decision 15/23; 24/08/2015). *(Please note: A provision has been added to the 2016-2017 enrolment policy allowing the transfer of siblings that were separated by last year’s policy, as long as the application is submitted during the first phase.)*

In the wait for the long-promised school, the status and use of Berkendael has also been a source of heated debate. In December and January 2014, the use of Berkendael was contested on two fronts. The Board of Governors rejected a proposition to set up Berkendael as a separate school—possibly temporary in nature—while deliberations on the fifth school continue. At the same time, the Belgian government also rejected the proposition to grant the school to the European School system over the longer term. Thus, Berkendael remained free for use by EEBI on a year-by-year basis.

The current situation at the four Brussels schools is as follows:

The European School of Brussels I

Capacity: 3100 ; population: 3,397 students as of September 24, 2015

has seen a further growth in numbers—with the addition of more than 100 students compared to last year—especially in the nursery and primary cycles and in the FR, PL and DE language sections. This is in due in part to the placement of our nursery and P1 classes on the Berkendael site in preparation for the works scheduled to take place on the Fabiola building. There are almost 600 Uccle students currently placed at the Berkendael site (capacity ~1000 students), while the Fabiola building has a capacity of approximately 350 students.

The Fabiola building is scheduled for completion in spring 2016. We are optimistic that the students currently enrolled on the Berkendael site will be repatriated on the site of the European School of Brussels I in Uccle in September 2016 and that new in the nursery and P1 enrolments will again be possible on the Uccle site. In the secondary cycles, given that the increase in enrolments is less significant, it will be possible to welcome new students.

The European School of Brussels II

Capacity: 2850; population: 3,003 students as of September 24, 2015

has seen some growth in numbers after the population had successfully been brought down from previously high levels. The growth is less pronounced in the primary than at the other three schools, while secondary capacity remains a concern. There was unexpected growth in several unique language sections (PT, SV) in both the lower and upper cycles. The number of SWALS students (LV, EE, LT) also continues to grow. The Lithuanian section started its first secondary class in September 2015. The state of the buildings and the school infrastructure are still a factor in enrolment at Woluwe.

The European School of Brussels III

Capacity: 2600; population: 2,998 students as of September 24, 2015

has seen an increase of almost 100 pupils. At approximately 400 students over capacity, Ixelles is currently the most over-populated school with a primary school population outstripping available capacity. Growth was felt in the EL and ES sections and in the EN section, due primarily to a growth in SWALS numbers. The CZ section is now open up to S5. Ixelles has a generally balanced section structure, which could help ease population pressure over the longer term.

The European School of Brussels IV

Capacity: 2800; population: 2,263 2,492 students as of September 24, 2015

has seen an increase of more than 200 students. While the population is outstripping capacity in primary, Laeken is currently not at full capacity in the secondary as the school has not yet opened the S7 level. The French language section still represents almost 50% of the school population, though the growth of the FR section has stabilised. Numbers in the EN section were set to shrink but have continued at previous levels. The NL section is now open to S5 while the BG and RO sections are open to P4 and P3 respectively.

With regard to the overall section structure, three developments characterise our enrolment: firstly, an increase in enrolment applications for SWALS students (LV, EE, SK, SI, HR) which are essentially divided between the English and French language sections—given that logistical constraints have thus far not permitted the opening of new language sections; secondly, post-enlargement language sections (PL, HU, CZ, LT, BG, RO) are taking root and growing; thirdly, an ever-increasing demand in the French language section, which is so significant as to disturb the multiculturalism of European Schools, especially in the European School of Brussels IV.

Enrolment Policy 2016-2017 (Fall/Winter 2015)

In December 2015, the Board of Governors voted to create Berkendael as a temporary Annex to EEBI while the Belgian government continues its deliberations on the fifth school. As agreed by the Board, the Berkendael campus will include three language sections: French and new Latvian and Slovak sections. In September 2016, the French and Latvian sections will open up to P2 and the Slovak section up to Mat2. (An Estonian section is also set to open at EEIV starting from the Mat2. EEIV will also accept transfers of SWALS students in higher levels.)

The Berkendael sections will only enroll students who are newcomers to the system. Transfers from these sections and levels at the existing schools will also be permitted and encouraged in order to populate the school more fully. Still, there is a fear that the solution will not enroll enough students to alleviate the over population in the other four schools. It also remains unclear where the students enrolled at Berkendael will continue their studies after the completion of primary. (The longer-term use of Berkendael has not yet been approved by the Belgian government at the time of writing.)

In general, parent representatives at the Central Enrolment Authority remain concerned by the absence of a long-term plan. With questions about optimal use of the Berkendael campus, parent representatives continue to highlight the need for a broader strategy taking into account longer-term impacts of decisions made. Parent representatives have objected to the 2016-2017 enrolment policy on the grounds that there are several missing or legally unclear elements that could potentially mislead or discriminate against applicants.

Regarding EEBI, the principles adopted by the Central Enrolment Authority for the next enrolment campaign can be summarized as follows:

- In order to make optimal use of the schools' resources and to maintain the balance between the schools, EEBI will enroll:
 - IT and ES sections (Uccle): new students from nursery (grouped classes of M1 and M2) to S7 up to 26 students.
 - FR section (Berkendael): new students from nursery (grouped classes of M1 and M2) to P2 up to 26 students.
 - FR section (Uccle): new students from P3 to S7 up to 26 students.
 - EN and DE sections (Uccle): new students from P3 to S7 up to 26 students.
 - DK, HU and PL sections (Uccle): all students.
 - All MT and SI students.

Only students with a special priority criterion will be enrolled beyond the thresholds referred to above. In the case where the threshold has already been reached in all schools for the section and the level requested, non-priority students may also be enrolled above the threshold.

- In order to maintain the benefits of previous enrolment policies, transfers are limited to cases justified by special circumstances. However, there is the possibility to transfer, *as long as applications are submitted during the first phase of enrolment*:
 - to EEBI - Berkendael: voluntary transfers of students who attended EEBI, EEII, EEIII, EEIV during the 2015-2016 school year are allowed into EEBI - Berkendael in the language sections and levels that will be open.
 - to all EEBs – siblings enrolled in a school other than that of their brothers or sisters during the year 2015-2016 may apply for reunification with their siblings.

The Parents Association

The Services



Patricia Ziegler, Mariona Sero
and Agnés, Agnes, Alessandra, Céline, Claire,
Eduard, Fina, Helena, Imola, Judith, Laura,
Laurence, Luisella, Maria, Mariyana, Maud,
Patricia, Sabrina, Sylviane and Yolande.

Eurêka, Lost and found items Service

In September 2014 we welcomed in our team some new volunteers, which allowed us to offer more **extra openings for parents** when they came to visit the school:

- before the parent-teachers meetings in September / October;
- during the School report day in November;
- at the school festival and CESAME festival;
- at the day of the delivery of the School reports in July.

Many lost items were found during these extra openings (1 item out of 5 found during these days), but our priority remains to ensure that **children come themselves to pick up their lost items** from Eureka.

In order to achieve this goal, we approached the Primary school direction to allow us to disseminate in the 42 primary classrooms of Uccle site a colored Eureka poster, which will remind the children to visit at a regular basis the Eureka site. Primary school Direction immediately took into consideration our request, and it also sends us on demand easier than before the cleaning crew, which allows this place to remain as hospitable and cozy as possible.

In addition to the couple of new **short videos showing the Eureka premises**, posted on the Eureka page of the APEEE web-site, which have been very successful, we systematized and **improved our communication with the parents, sending them by e-mail the file** with the marked lost items, after every inventory made approximately one time per month. The dispatch of that file generally raises the number of the visits at the EUREKA site during the following Thursday, what makes possible more items to find their owner.

In early July we have done a huge job, **collecting items class per class**, in secondary as well as in primary, as we found that many teachers were keeping in their classrooms different lost and found items, despite the rotation of the students. It was an opportunity to explain them that these items should go through Eureka in order to be traceable. But there is still work to do in that direction ... there are always "black holes" unexplained "before Eureka": lost and found items that never come to us in EUREKA ...

In figures: nearly **4,000 lost items were collected** from September 2014 to early July 2015 (an increase of 1/3), and **1600 items were found** by their owners, what makes a rate of 40%.

But there was still a lot of remaining items and because there was a need to free a space in the room before the summer (the risk of items to go moldy as in the summer of 2009 is still in our minds), **two organizations have benefited from our "donations"**:

- **La Cité Joyeuse - The home of orphans** in Molenbeek:

This center hosts orphans, disabled, or children living in a difficult family situation. This is Leila Chahret, a physical education teacher at EEB1, which is responsible each year to do the intermediary and we thank her warmly for that.

- **Instituição Irmã Doroty**, in Sao Paulo, Brazil:

clothes went to Brazil by the suitcases of a family who left the school and returned to Brazil in the summer of 2015.

For the coming year, we would like to further raise the awareness of the service amongst the secondary school students, through a poster competition, an art project and / or by involving them in the clothing donations via the Zambia project.



Rachel Senior (EN section)
Ariane Bourcieu, Elisabeth Peters (photo/ FR
section)
Njeri Kimani (HU section)
and the other parent volunteers

Books Exchange

Books exchange 2014

The school second-hand book sale took place as usual in the S-1-2-3 Cafeteria at the end of June / beginning of July, each language section organising its own stand.

More books were sold than in previous years: 100+ sellers found grateful purchasers for text books that they no longer required. Key factors in this success are the prompt publication of the book lists on the school web site, and stability in book choices from one year to the next. If your language section is not represented, and you would like to run a stand for it, please contact the APEEE secretariat.

If your language section is not represented but you want to hold a stand for the book exchange project, please contact the secretariat of APEEE (info@apeee-bxl1.be). For the practical organisation, you can rely on the help of people already involved.

Books exchange of the English section

The 2015 school second-hand book sale was a success in spite of the soaring temperatures. Many thanks to the team of volunteers who kept the stand going until the last customer left and provided much advice to parents and pupils.

The English section sold a total of 389 books, and this, together with some donations, has contributed to a fund of €400+ to be shared between the two secondary libraries. The S1-2-3 Library has already received the 30 novels Mme Schneider and 1EN identified, and more books about applying to university will be bought for the S4-S7 library when the 2016 editions are available.

The 98 successful sellers were reimbursed by bank transfer in the second week of July, and further payments for books sold in September were made on 30/9 . There are still a number of unsold books, and these will be held until the June 2016 sales, unless it is possible to sell them beforehand.

Any queries concerning the sale or purchase of EN section books can be made to rachel.senior@scarlet.be .

Books exchange of the French section

The book sale FR 2015 was a great success thanks to the many parents and students who came to buy and sell their books.

We would like to thank them for their trust! And to thank also to the friendly parents - volunteers who came to help us on the stand.

We have sold 160 books, or twice more than last year, but we hope to further improve this result next year: please come as many as you can, it is in your interest!

The profit of about 200 euros will be converted into news and cultural magazines subscriptions for the Secondary school libraries.

The list of unsold books will soon be released, and it is always possible to contact us to buy some of them.

Ariane Bourcieu, bourcieu@hotmail.com

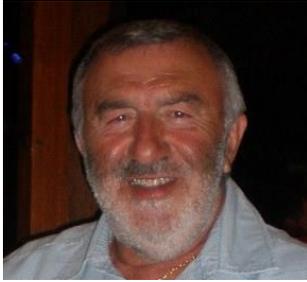
Elisabeth Peters, elisaeric.peters@free.fr

Books exchange of the Hungarian section

Due to lack of interest, I am discontinuing the Hungarian second-hand Book Sale.

If anyone would like their books back, please get in touch via email or phone given below.

Njeri Kimani, nkimani@freemail.hu



Gilbert LUCIANI
President of APEEE Services

APEEE Services

The year 2014/2015 was very active especially on the front of building the self-service, which became operational on 7th September 2015.

The Canteen committee has worked tirelessly and with determination on this project. I would like to draw attention more specifically to the great commitment shown by the committee's president, Teresa Fernandez-Gil, the manager, Tony Dillen, and the very close follow-up of this project by the APEEE service co-ordinator Pascale Desmet. In the name of the administrative council I would like to thank them and extend my congratulations.

With regards to the running of the services, the school year started in September 2015 without any incident that needs to be reported, the standards and the professionalism of the teams forming the different committees has ensured the smooth running of our services.

The last administrative council of the APEEE Service held on 12th November 2015 examined the accounts.

After the report was read out by the general treasurer Brian GRAY we noted that our accounts were in good order, we have a balance and the accounts are being submitted for your approval at the general assembly on 1st December 2015.

I would like to thank all the staff of the APEEE SERVICES for their efforts and their commitment in carrying out their work which ensures that the association functions very well.

I would like to express my appreciation to the administrators whose support was key to the successful implementation of the self-service project.

Dear parents, I would like to reassure you in the name of the administrative council of APEEE Services that we are highly motivated to ensure the well-functioning of this non-profit organisation, so that our children can receive the best services possible (canteen, transport, canteen, lockers) and in this way we are honoured to contribute towards a positive school experience.

In the name of the administrative council, I would like to thank you for your trust and promise you our total commitment.



Hajo ALTENBERG
President of the Transport Committee

Transport

The Brussels I European School currently covers 2 sites. The Uccle site hosts the secondary and primary (P2-5) pupils, whilst the Berkendael site hosts those in the nursery school and P1.

As a result, the transport network for the Uccle school remains complex owing to the combined Uccle & Berkendael service, not to mention the "parent" shuttle service ("navette") and the "Uccle garderie" transfer service provided to pupils at Berkendael who live near the Uccle site and should not normally use the buses.

The return of pupils to the Uccle site and re-opening of the Fabiola building are planned for September 2016.

Buses

As a result, a larger number of buses is needed, with a total of **66 buses** in the morning and **70 buses** in the afternoon. The buses come from 20 different coach companies, partly because the Transport Service's policy has been to use a range of companies in order to get the best offers and prevent a "monopoly" situation. Contracts are drawn up for 3 years and are renewable once. A tender is launched every 6 years.

Pupils at the Berkendael site are dropped off and picked up on the school premises.

At the Uccle site, 95% of the buses drop off and pick up the pupils on the school premises.

Staff

The daily administration of the Transport Service is carried out by 4 very efficient and diligent people:

- Frédéric Herinckx, Manager – full-time
- Carine De Costre, Assistant – part-time (24 hours per week)
- Agnès Laurent, Assistant (Berkendael) – part-time (24 hours per week)
- Nathalie Moraitis, Assistant – part-time (23 hours per week)

The service uses a team of 20 adult supervisors for the pupils at Berkendael (nursery and P1) and a second team of 12 adult supervisors for the pupils at Uccle & Berkendael for the return trip on Friday at 13.20.

The Transport Committee consists of three volunteer parents whose children use the school buses, as well as the President of APEEE Services.

- Hajo Altenberg, Transport President
- Gilbert Luciani, President of APEEE Services
- Ivo Schmidt, Member
- Zoltan Krasznai, Member

Pupils

+/- 2.500 pupils are using the school bus in the 2015/16 school year.

In line with the consistent recommendation from the Transport Committee, many parents of smaller nursery school pupils accompany their children on the first few days, thus avoiding possible problems (such as children not finding their buses, etc.).

We are organising a bus safety and evacuation training course as we do each year. All primary and nursery classes, i.e. 61 classes, receive the training, together with a practical exercise on the buses. The same training is provided to the bus supervisors.

Subscription

The annual school bus subscription has been fixed for 2015/16 at **EUR 1,435**, payable in 3 instalments (590-375-470).

Around 85 to 90 % of the subscriptions are paid by the various EU institutions. The Transport Service sends them a bill for the subscriptions each quarter.

In the other 10 to 15 % of cases, the parents or other bodies have to pay the relevant part of the subscription each quarter.

Start of 2015/16 school year

The option for parents to register their children **online** for the 2015/16 transport service was appreciated once again. However, despite the automatic renewal of registrations, some do not check their personal data (address, tel., employer ...)

As at the start of every new school year, we received requests from several parents to change stops or introduce new one. These requests have been examined by the Transport Management Committee (composed of staff from the ASBL APEEE Services Transport and parents members of the committee). Wherever possible, provided the requested changes are reasonable and feasible, we try to accept and act on them.



Teresa FERNANDEZ-GIL
President of the Canteen Committee

Canteen

The Brussels I canteen went through a booming period during the 2014/15 financial year, with the creation of a self-service.

In September 2014, enrollments increased by 8% compared to the 2013/14 financial year:

- Our kindergarten kids on the Berkendael site continue to receive their meals prepared in our kitchen in Uccle. An average of 295 meals is served daily
- In primary, an average of 970 meals is prepared each day in Uccle (including those for the first primary that are served at Berkendael.)
- In secondary, on average, 895 children receive their meal during the two services of the Van Houtte canteen.

News **in the canteen** in Uccle in September 2014:

In primary

- **Back to fixed tables for each class**
- **Salad bar:** A salad bar buffet is available at each lunchtime to P4 and P5 pupils, in addition to the dishes provided in the menu. It includes, in addition to vegetables and other salads, a fresh vegetable soup and the vegetable of the day. All at will!
- **Hot buffet:** Students in P2 and P3 have also their novelty in September 2014. We offer a daily buffet with fresh vegetable soup and the vegetable of the day. Also at will!

En secondaire

- **New access card to the canteen:** The traditional plastic card is replaced with a nice key chain (the fob-key) which is distributed the first day of school to all students enrolled in the canteen. It gives access to the refectory according to what each student has subscribed to.
- **Hot and cold buffet:** In addition to the dishes provided in the menu, students have at their disposal the salad bar with plenty of vegetables and various salads. Since September, we also offer a hot buffet in which students find a fresh soup and a vegetable of the day, at will!

- **Cafeteria:** The cafeteria offers daily hot and cold sandwiches, salads, fresh fruit, soup, as well as drinks and various snacks. In order to offer healthier snacks to students, some innovations were introduced in September: Italian sandwiches, croque-monsieur sandwiches of the house, organic mini cakes, and dried fruit. The new range of beverages includes: house smoothies, sparkling water, Bionina lemonade, and a larger choice of teas. In parallel, many sugary soft drinks and a few snacks were removed.

The S4-S7 cafeteria was revamped: the students themselves chose new colorful and comfortable furniture, paid by the school.

In the kitchen

The great challenge for the start of the school year was meeting the legal requirements as to transparency regarding allergens. You will have probably noticed the small numbers on each line in the menu referring to the bottom of the page for information on the 14 most common allergens.

In November 2014 two very good pieces of news, eagerly awaited by our canteen committee were announced:

- Firstly the school budget includes the purchase of **two new cooking appliances (VarioCooking)** for the Van Houtte kitchen. These are at the forefront in catering and will allow us to implement considerable improvements;
- Secondly, the Belgian Buildings Authority finally gives the green light for the realization of the **Self-Service project**, on which the Canteen Committee had already been working for 3 years.

For several years, the canteen team has undertaken ongoing work with the primary objective of improving the nutritional quality of children's meals. This could not succeed without radical change in the organization of our Van Houtte canteen: the creation of a self-service.

Most of the year 2014-15 was dedicated to supporting this project: the choice of providers and meetings for the planning of the works, reorganizing and preparing staff in the kitchen and in the canteen, the choice of dishes for the new menus, the drafting of internal rules so that everyone could understand the new system, meetings with the school to organize the change of schedules and organization. Several working groups had to be created (preparation and site supervision, schedules, menus). I take this opportunity to thank all stakeholders who have given their precious support: the school (management, teachers, counselors, administration, intendance), the canteen staff (in particular our manager Mr Dillen and our new chef, Danilo), the coordination of the APEEE Services, Cesame, the APEEE Secretariat and the APEEE (including Luigi Cova who was very helpful during our working site meetings) and all the other parents who have answered the call for help.

The works began on schedule in July 2015 and were completed in September 2015. Parents who, as volunteers, participated in the canteen service to the school community this year are Ariane Bourcieu, Elizabeth Peters, Véronique Lesoile and Gilbert Luciani. I want to thank them very warmly for their unconditional support and for the quality of work provided by all of them during this very busy year.



Gilbert LUCIANI
President of the Césame Committee

Césame

Extracurricular activities and swimming

The results for extracurricular activities for the school year 2014-2015 are very good. More children were enrolled at all the levels, which also meant a bigger sum of contributions received.

Applications for swimming were slightly down, due to some changes to the courses schedule. Because of the plans to close the VUB swimming pool (originally planned for June 2015 then postponed to June 2016) we decided to move the learning courses, which had been organised on Fridays at VUB, to the Poseidon swimming pool, where they had some free periods for the small pool. Poseidon swimming pool is less convenient for parents who live close to the European school in Uccle, which meant there was suddenly less demand for these courses.

School year	Number of applications EXTRA CURRICULAR ACTIVITIES						Fees €	SWIMMING	
	1 st primary		2 nd and 3 rd primary	4 th and 5 th primary	Secondary	Total		Number of swimmers	Fees €
	1 st semester	2 nd semester							
2012-13	250		264	270	264	1 048	210 989		
2013-14	186	127	315	306	244	1 364	284 000	313	85 630
2014-15	269	180	399	364	275	1 487	294 630	299	88 069

ESB swimming team

The swimming team of the European schools in Brussels (ESB Octopus) has had a good season with strong results in the different competitions. In honour of its 30th anniversary, the team organized a very successful celebration in the Royal Belgian Library with the participation of Louis Michel (Member of the European Parliament), Kari Kivinen (Secretary General of the European Schools) and a representative of the European Commission.

The team also organized successful trips to Berlin and Lakenheath to participate in competitions and undertake several cultural activities. The number of swimmers remained stable. The parents committee, despite missing a secretary, was able effectively support the team, also thanks to a sound financial situation. Michaël Hermans decided to step down from his role as Head Coach but the team was able to recruit Aly-Reza Pakzad-Manouchehry as his successor. The team would like to thank the coaches, parents and Césame for their efforts in support of the team and its swimmers.

Orchestra

The orchestra consists of 55 musicians under the direction of a conductor (Arman Simonian) and an assistant pianist (Agnieszka Zywert). In addition to the regular rehearsals that took place on Fridays from 16:00 to 18:30, the orchestra travelled on two occasions: a rehearsal weekend in Beersel (November) for the traditional Christmas concert and a week in Vilnius (Lithuania) during Easter where the students worked with a local music school (Balys Dvarionias) to give 2 concerts bringing together over a hundred musicians. These exchanges were culturally and musically very rich.

The orchestra also gave several concerts in Belgium during the year (Césame Christmas concert, 2 concerts with the Lithuanian students who came to visit us in Belgium, spring concert as part of Césame's activities and closing concert in the presence of the school principal, Ms. Ruiz Esturla and of Mr. Kivinen, secretary general of the ES, who highlighted the quality of the performance.)

After-school care (« Garderie »)

New school year 2014 brought a substantial increase in number of children enrolled in the CÉSAME after-school care facility both for the first bus departure and the second.

This increase, linked to the increased number of pupils in the school, was sudden, but irregular and regular adaptation of the organisation of the after-school care was necessary.

To ensure safety of all the pupils extra carers were employed when needed, sometimes urgently. In the second half of the school year the situation normalised and 8 permanent carers were employed till the end of the school year.

In July 2014 Berkendael school management suggested new premises for the after-school care facility, which had to be completely fitted-out.

The new premises, hosting exclusively the after-school care facility, are spacious and pleasant. We have provided children's decorations, games and created welcoming areas for children so they can be looked after in good conditions.

Garderie Césame Year 2013-2014 7 youth worker		
	1 st bus departure on Friday (13.15)	2 nd bus departure on Friday (16.00)
1 st trimester	38	109
2 nd trimester	39	103
3 rd trimester	38	102
Average	38	105

Garderie Césame Year 2014-2015 9 youth workers until January, then 8		
	1 st bus departure on Friday (13.15)	2 nd bus departure on Friday (16.00)
1 st trimester	49	136
2 nd trimester	44	122
3 rd trimester	43	116
Average	45	125

Casiers

All requests for lockers were met.

Students from 1st year secondary were able to use a locker from the start of the school year.

1588 lockers were used and around 40 were still available, in reserve.

Replacement of worn-out cabinets continued with 12 cabinets replaced, which is 9 % of all the lockers.

There were many fewer late payments than in the years before.

The Parents Association

The accounts of the APEEE



François ROSSIGNOL
Treasurer of the APEEE

The accounts of the APEEE

Association des parents d'élèves de l'école européenne de Bruxelles 1



BUDGET

	Réel 2012/13	Budget 2013/14	Réel 2013/14	Budget 2014/15	Réel 2014/15	Budget 2015/16
CHARGES						
Participation projets école	1.350,00	0,00	150,00	1.150,00	1.360,00	7.150,00
Particip. projets externes école	2.500,00	0,00	0,00	0,00	0,00	0,00
Maintenance informatique	323,68	2.400,00	2.333,28	1.250,00	1.512,38	5.712,65
Frais téléphone / internet	420,00	420,00	420,00	420,00	420,00	850,00
Fourn. bureau/ordinateur/copies	974,45	500,00	482,77	500,00	600,55	550,00
Cotisations + frais Interparents	1.350,00	1.350,00	1.350,00	1.900,00	1.850,00	1.850,00
Honoraires Avocats/ Comptable	2.360,00	2.320,00	2.960,00	1.820,00	1.800,00	1.827,00
Honoraires secrétariat social	562,36	400,00	494,95	506,00	615,57	526,00
Formations, séminaires	69,00	150,00	720,00	750,00	150,00	3.135,50
Publications légales	118,70	120,00	121,97	125,00	202,01	204,00
Frais de déplacements	949,19	1.000,00	1.121,39	1.200,00	1.081,58	1.700,00
Dons, cadeaux	130,00	100,00	119,10	100,00	220,69	100,00
Annonces et insertions	0,00	0,00	0,00	0,00	0,00	0,00
Réceptions (dont BBQ Apeee)	449,08	500,00	466,99	500,00	406,28	630,00
TOTAL BIENS ET SERVICES	11.556,46	9.260,00	10.740,45	10.221,00	10.219,06	24.235,15

Rémunérations	29.253,47	39.549,00	39.397,91	45.876,56	43.329,83	44.215,47
Déplacements	253,37	260,00	103,85	352,00	264,00	264,00
Diff. provision pécules vacances	3.558,86	1.777,30	1.397,92	63,43	217,36	27,08
Charges patronales	8.029,52	11.398,29	10.841,53	11.415,63	11.324,52	11.295,84
Assurances accident travail/RC	609,19	610,00	544,65	570,00	663,41	670,00
Services médicaux	0,00	0,00	0,00	150,00	143,57	145,00
Chèques repas	1.077,80	1.110,00	1.070,17	1.100,00	1.027,25	1.050,00
Frais propres à l'employeur	321,61	330,00	368,77	216,00	216,00	216,00
TOTAL REMUN. ET CHARGES	43.103,82	55.034,59	53.724,80	59.743,62	57.185,94	57.883,39
Dotations aux amort. sur Immo. Incorporelles	806,67	806,67	806,67	806,66	806,66	0,00
Dotations aux amort. sur Immo. Corporelles	125,84	125,84	125,84	392,51	277,08	277,08
TOTAL AMORTISSEMENTS	932,51	932,51	932,51	1.199,17	1.083,74	277,08
TVA non déductible sur honoraires	365,40	365,40	621,60	382,20	378,00	383,67
TOTAL AUTRES CH. D'EXPLOIT	365,40	365,40	621,60	382,20	378,00	383,67
Différences de paiement	36,56	0,00	14,74	0,00	0,00	0,00
Intérêts et frais de retard	0,00	0,00	0,00	0,00	0,00	0,00
Frais de banque	454,04	500,00	517,54	450,00	515,05	515,00
TOTAL CHARGES FINANCIERES	490,60	500,00	532,28	450,00	515,05	515,00
Ch. exceptionnelles / subsides	16.292,27	0,00	0,00	0,00	393,66	0,00
TOTAL CH. EXCEPTIONNELLES	16.292,27	0,00	0,00	0,00	393,66	0,00
Impôts	219,73	100,00	104,88	150,00	132,64	220,00
TOTAL IMPOTS	219,73	100,00	104,88	150,00	132,64	220,00
TOTAL CHARGES	72.960,79	66.192,50	66.656,52	72.145,98	69.908,09	83.514,29

PRODUITS						
Cotisations	70.297,00	70.056,00	73.425,00	73.696,00	82.920,00	81.060,00
Conférences	478,90	0,00	217,00	200,00	0,00	100,00
Autres recettes	472,50	0,00	538,46	300,00	90,00	500,00
TOTAL VENTES	71.248,40	70.056,00	74.180,46	74.196,00	83.010,00	81.660,00
Restructuration ONSS	0,00	0,00	871,81	0,00	0,00	0,00
Exonération précompte profess.	292,54	420,00	363,68	395,52	471,48	510,00
TOTAL PRODUITS D'EXPLOITATION	292,54	420,00	1.235,49	395,52	471,48	510,00
Intérêts reçus	873,26	400,00	699,22	600,00	884,23	880,00
Différences	0,00	0,00	0,00	0,00	0,10	0,00
TOTAL PRODUITS FINANCIERS	873,26	400,00	699,22	600,00	884,33	880,00
Produits exceptionnels s/ exercices antérieurs	896,92	0,00	0,00	0,00	0,00	1.679,98
TOTAL PRODUITS EXCEPTIONNELS	896,92	0,00	0,00	0,00	0,00	1.679,98
TOTAL PRODUITS	73.311,12	70.876,00	76.115,17	75.191,52	84.365,81	84.729,98
RESULTAT DE L'EXERCICE	350,33	4.683,50	9.458,65	3.045,54	14.457,72	1.215,69

Financial report

Accounts from 1st September 2014 to 31 August 2015

Review of the annual financial statements on 31 August 2015.

The annual accounts of the AISBL APEEE Uccle were drawn with a view to the continuity of its activities.

The accounts clearly show a positive income of € 14 457,72 with total revenues at € 84 365,81 and total expenses at € 69 908,09.

We find it useful, in order to better understand the results of this fiscal year, to compare the year 2014-2015 figures with the budget and with the results of the previous year.

We notice the following:

1. Revenues

- **Memberships** increased by 11,90 % compared to the previous year and are above budget by the same proportion (difference of 11,88 %). This increase is due to a better membership collection rate as the number of parents who do not pay their fees is decreasing from year to year due to the implementation of a more efficient IT tool and to the reminders sent by the APEEE. This increase was not budgeted for the year for the sake of caution.
- Other **operating revenues** decreased by € 764,01 compared to the previous year and this was properly budgeted.
- **Financial income** increased by 26,47 % compared to last year. This increase was not fully budgeted (difference of 47.40 %).

Overall, revenues are at € 9.174,29 which is 12,20 % higher than budget and represent an increase of € 8.250,64 or 10.84 % compared to the previous year. The nature of the APEEE activities does not change and revenues are like every year mostly made up of membership contributions.

2. Dépenses

- **Services and other goods**, i.e. all management fees, decreased by € 521.39 as budgeted.
- **Wages** rose by € 3.461,14 compared to 2012-2013; this had been slightly overstated in the budget (difference of 4.28 %).
- **Depreciation**: there were new investments in 2014-2015 for € 453,72; amortization of past investments (office chair, website) will continue this year.
- **Financial charges**: financial charges are in very slight decrease compared to last year (-3,24 %).
- **Non-recurring expenses**: € 393.66 were recorded as such in 2014-2015: this is primarily from adjustments related to prior years.

Overall, expenses for the year increased slightly from last year (+ € 3,251.57 or 4.88 % increase.) The budget provided for an increase of 8.24%.

3. Conclusion

We can summarize the results of the 2014-2015 fiscal year as follows:

Budgeted profit	(+) 3 045,54
Excess revenues compared to budget	(+) 9 174,29
Excess expenses compared to budget	(+) <u>2 237,89</u>
Fiscal year results 2014-2015	(+)14 457,72

4. Assets and liabilities of the Brussels 1 APEEE on 31.08.2015

We can summarize the results on 31 August 2015 as follows:

<u>ASSETS</u>		<u>LIABILITIES</u>	
Fixed assets	554,16	Equity	112 839,41
Cash	230 864,04	Current liabilities	45 836,89
Accruals	<u>178,10</u>	Accruals	<u>72 920,00</u>
Total assets	231 596,30	Total liabilities	231 596,30

Comments

- **Assets**

Fixed assets: € 554,16

The APEEE made new investments in 2014-2015 for a total of € 453.72.

Amortization of past investments is also continuing.

Cash: € 230.864,04

Our cash increased compared to last year by about € 25,000.00. Our funds still account for nearly 99 % of our total assets and is equivalent to a little less than three years of membership contributions. It is important to note that much of this cash decreases steadily over the year. The majority of expenses for the year are indeed recurring charges, mostly paid on a monthly basis. On the other hand, the vast majority of products (over 95 % of revenue) comes from membership fees,

which are mostly paid between June and August. The APEEE has in fact healthy funds to avoid any recourse to debt.

Accruals: € 178,10

This only consists of insurance carried over to the following year to respect the principle of hyphenation.

- **Liabilities**

Equity: € 112.839,41

Equity increased by the amount of profit for the year, i.e. € 14,457.72.

Current liabilities: € 45.836,89

A portion of short-term debt consists of remuneration and social security: € 1,614.40 of withholding tax, € 1,673.12 for social security and € 5,174.14 for holiday pay provisions.

Add to this other **various debts** for € 37,314.73, a first portion (€ 5,689.81) comes from fees received for services (canteen, extracurricular activities, transport) offered by the APEEE Services that were paid on the accounts of the APEEE I. The second part (€ 3,728.85) consists of amounts to be reimbursed to some parents in the context of the school fee case. The last part is related to the various school parties.

Finally, there remains a **supplier debt** of € 60.50 which was honored in September 2015.

Accruals: € 72,920.00

This consists mainly of contributions received before 31/08/2015 and which concern the period 2015-2016.

Brussels, 20 November 2015

François Rossignol, APEEE Treasurer, based on the commentaries of Jacques Maroy,
Accountant

The Parents Association

**The accounts of the APEEE
Services**



Brian GRAY
Treasurer of the APEEE Services
Pascale DE SMEDT
Coordination of the APEEE Services

The accounts of the APEEE Services

Please find the accounts on pages 53 and 54.

Review of financial statements on 31/08/2015

Source: Jacques MAROY's report, chartered accountant and IEC Tax Advice of the accountancy firm Debroux. Brussels, 23 November 2015.

The annual accounts of the Aisbl APEEE Services of Uccle were drawn for this year 2014-2015.

The accounts show that we have a positive income of € 567 640 with total revenues at € 6 334 477 and total expenses at € 5 766 837.

We find it useful to compare the year 2014-2015 figures with the budget and with the results of the previous year.

	Actual 2013/2014	Budget 2014/2015	Actual 2014/2015	Budget variance	Growth
Revenues					
Memberships	5.438.131	5.882.581	6.062.391	(+) 179.810	(+) 11,48%
Other operating income	213.929	213.929	213.908	(-) 21	-
Other incomes	12.741	11.769	44.624	(+) 32.855	(+) 250,24%
Investment income	7.786	6.500	13555	(+) 5.769	(+) 74,09%
Exceptional items	-	-	-	-	-
Total	5.672.587	6.114.779	6.334.477	(+) 219.698	(+) 11,67%
Expenses					
Cost of services	3.326.714	3.528.990	3.415.256	(-) 113.734	(+) 2,66%
Services and other goods	841.980	873.731	962.337	(+) 88.606	(+) 14,29%
Remunerations	1.117.666	1.227.593	1.263.573	(+) 35.980	(+) 13,05%
Depreciation	8.564	9.381	11.255	(+) 1.874	(+) 31,42%
Other operating costs	110.755	110.755	110.755	-	-
Financial charges	4.604	3.044	3.662	(+) 618	(-) 20,46%
Non-recurring expenses	-	-	-	-	-
Total	5.410.283	5.753.494	5.766.837	(+) 13.343	(+) 6,59%
Result	262.304	361.285	567.640	(+) 206.355	(+) 116,41%

We note the following:

1. Revenues

- Contributions raised by 11.48% compared to the preceding year. The budget had indicated the trend (gap of 3.06%).
- Others revenues remained constant.
- Others operating revenues raised by 31 883 € compared to 2013/2014. This had not been anticipated in the budget. Indeed, there has been an unexpected reimbursement from the insurance contract.
- A significant increase of 74,09 % for the financial products is noted compared to the preceding year. This rise had not been anticipated (gap of 108,54%); It applies by the biggest part of available values.

Overall, revenues are by 661 890 € above the preceding year and the budget had properly anticipated the trend (gap of 3.59 % compared to actual revenues of this exercise).

2. Expenses

- The cost of services, meaning all purchases of raw materials, equipment or various rentals, increased by € 88,542 compared to the previous budget year. However, this remained below the budgeted amount (3.22 % difference).
- Services and other goods, i.e. all administrative and management costs have increased by € 120,357. This increase was slightly forecasted in the budget.
- Remuneration and social costs increased compared to the previous year, as anticipated in the budget.
- Depreciation: a few investments were done this year, mainly for the lockers. This explains the increase.
- Financial charges: these decreased compared to last year and forecasted in the budget.
- Non-recurring expenses: there were no exceptional expenses in this budget year.

Overall, expenses raised compared to the preceding exercise (+6.59 %) but this rise had been properly anticipated. Expenses are by 13 343 € above the planned ones.

Conclusion

We can summarize the results of the 2014-2015 fiscal year as follows:

Budgeted profit	(+) 361.285
Revenue excess compared to budget	(+) 219.698
Expense excess compared to budget	<u>(-) 13.343</u>
2014-2015 fiscal year results	(+) <u>567.640</u>

Assets and liabilities of the Uccle APEEE Services on 31.08.2015

We can summarize the situation on August 31, 2015 as follows:

ASSETS		LIABILITIES	
Tangible assets	331 882	Own funds	1 930 964
Long-term investments	11 629		
Stocks	63 927	Short-term liabilities	566 328
Short-term receivables	2 975 107		
Cash	<u>1 520</u>	Adjustment account	<u>886 773</u>
Total actif	3 384 065		3 384 065

Comments

- **Assets**

Tangible assets: 331 882 €

The APEEE Services Bruxelles I made a few investments in this fiscal year.

Depreciation is entirely in the year of acquisition. Therefore, amortization charges have increased slightly this year.

In addition, € 304,496 are included as down payments on tangible assets: these are the amounts advanced for the self-service for which depreciation will start as from 1st September 2015.

Stocks: 11 629 €

The APEEE has dedicated stocks for the kitchen (€ 6 480) and the cafeteria (€ 5 149). They are constant compared to the previous year.

Short-term receivables: 63 927 €

The APEEE has an outstanding of € 63 927. This only concerns customer invoices settled in September.

Cash: 2 975 107 €

Our cash increased compared to last year by about € 650 000. A part (26,67 %) of it concerns membership fees collected in July and August and which relate to 2015-2016.

Adjustment accounts: 1 520 €

Encompasses only expenses to be reported to exercise 2015-2016.

- **Liabilities**

Own funds: 1 930 964 €

Own funds increased by the amount of profit for the year : € 567 640.

Short-term liabilities: 566 328 €

Trade payables of € 408 934 are liabilities for the running of the operation and for various goods and services. Suppliers are paid within 30 days from date of receipt of the invoice.

To this should be added salary and social security liabilities (withholding tax : € 11 835, ONSS : € 11 044, remunerations : € 2 382, PV provision : € 82 560). These debts are honored within the legal deadline.

Finally, there are the deposits for the lockers which amount to € 49 573.

Adjustment: 886 773 €

This consists mainly of fees received before 31-08-2015 and which concern the 2015-2016 period.

APEEE Services - REALISE 2014/2015 - Situation au 31.08.2015

	TOTAL	Coordination	Cantine	Cafétéria	Transport	Activités Péricolaires	Garderie	Casiers	Equipe natation
Produits									
Cotisations	6.062.391	0	1.755.997	210.456	3.582.518	380.350	64.671	34.167	34.233
Autres recettes	213.908	110.755	0	0	0	103.153	0	0	0
Récupération biens et services	44.624	949	27.805	665	11.940	2.889	377	0	0
Produits financiers	13.555	522	3.133	0	6.977	2.321	183	418	0
Total produits	6.334.477	112.226	1.786.935	211.121	3.601.435	488.713	65.230	34.584	34.233
Charges									
Coûts des Prestations	3.415.256	0	473.323	105.129	2.811.041	23.206	0	0	2.557
Biens et services	962.337	34.541	601.528	0	65.895	200.321	3.740	22.819	33.493
Rémunérations et charges	1.263.573	74.830	467.226	101.428	333.574	239.079	47.435	0	0
Amortissements	11.255	767	3.130	0	432	390	0	6.536	0
Participation Coordination	110.755	0	34.293	0	66.196	7.866	925	675	800
Charges financières	3.662	664	749	0	715	718	312	219	285
Taxes	0	0	0	0	0	0	0	0	0
Total Charges	5.766.837	110.802	1.580.250	206.557	3.277.854	471.580	52.412	30.249	37.134
RESULTAT	567.640	1.424	206.685	4.564	323.581	17.133	12.818	4.336	-2.901

APEEE Services - BUDGET 2015/2016

	TOTAL	Coordination	Cantine	Cafétéria	Transport	Act.Périsco	Garderie	Casiers	Equipe nat.
Produits									
Cotisations	6.190.038	0	1.838.000	211.000	3.619.608	377.500	62.000	33.600	48.330
Autres recettes	213.005	110.755	0	0	0	102.250	0	0	0
Récupération biens et services	9.700	500	6.000	500	1.500	1.000	200	0	0
Produits financiers	6.100	0	3.000	0	2.000	1.100	0	0	0
Total produits	6.418.843	111.255	1.847.000	211.500	3.623.108	481.850	62.200	33.600	48.330
Charges									
Coûts des Prestations	3.745.660	0	576.500	116.000	3.023.500	28.160	0	0	1.500
Biens et services	892.638	35.300	546.450	0	38.750	200.180	3.725	23.033	45.200
Rémunérations et charges	1.324.336	74.347	498.181	116.350	344.505	244.421	46.532	0	0
Amortissements	81.354	430	71.410	0	432	585	0	8.496	0
Participation Coordination	110.955	0	34.293	0	66.196	7.866	925	675	1.000
Charges financières	3.090	300	700	0	800	550	190	250	300
Taxes	0	0	0	0	0	0	0	0	0
Total Charges	6.158.033	110.377	1.727.534	232.350	3.474.183	481.762	51.372	32.454	48.000
RESULTAT	260.810	878	119.466	-20.850	148.925	88	10.828	1.146	330