



Activity report

2018-2019

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Zoltan Krasznai
President of the APEEE Services

APEEE Services

2018-2019 - The Year of the Tree

Dear Parents, dear Members of the APEEE Services Association, dear Readers,

You will find the activity report of the APEEE Services (NPO) for the 2018-2019 school year on the following pages. Since 2011, our non-profit organisation has been managing transport services, canteens, extracurricular activities and lockers in EEB1 in Uccle and now also in Berkendael. This work, so easy to put into a short sentence, is quite complex in reality: 3000 children take our bus lines every day, 2500 eat daily in the Uccle canteen, 1900 enjoy the extracurricular activities of Uccle and Berkendael and 1800 secondary school pupils have lockers in Uccle. The Association's activities are carried out by some twenty permanent employees, operates with an annual budget of over seven million euros, and is supervised by volunteer parents via sector management committees, the board of directors and the association's General Assembly.

The size and complexity of our activities are rarely visible. And that's very good. The APEEE Services must bring safety, quality and fulfilment to our children through their services, in much the same way as a large cruise ship needs to take us to our destination in safety and comfort without having to worry about the machinery and piping that ensure speed, safety and comfort. The parent volunteers and employees of the NPO make continuous efforts to improve our services. However, this Report allows you to see this machinery and piping behind the surface more closely. Last year, for example, we put in place responsible procedures for managing personal data, tested computer systems for monitoring presence on buses, and prepared for the introduction of electronic cash registers in cafeterias. We also suffered the consequences of an accident that put a severe strain on our ability to provide meals at the Uccle site. A giant tree fell on our kitchen, weakening the structure of the building. The service

spirit and professionalism of the canteen service colleges and the parents of the canteen management committee allowed the implementation of temporary solutions for more than a month before the kitchen could operate again. Other storms and other difficulties may overwhelm us on our journey into the future. We are nevertheless confident that through cooperation and dialogue with all our interlocutors (School administration, teachers, parents and students) we will bring our ship to the right port.

Thank you for your support!



Zoltan KRASZNAI
President of the APEEE Services

Transport

The European School of Uccle was spread over 2 sites. The Uccle site welcomed high school, primary (1, 2, 3, 4, 5) and kindergarten students. The Berkendael site welcomed kindergarten and primary school students (1-2-3-4-5). The transport network of the European School of Uccle remains very complex due to the organisation of the dual service Uccle - Berkendael.

Bus

As a result of this development, a larger number of buses had to be managed: a fleet of 66 buses in the morning and 70 in the afternoon. This fleet of buses comes from 19 different bus companies. The transport service's policy is to diversify the companies in order to obtain better offers and avoid a "monopoly" situation. For the Berkendael site, the children are both dropped off and picked up on the school grounds. For the Uccle site, children are dropped off in front of the school and picked up from school grounds for 95% of the buses.

With the aim of profiting from possibilities offered by new technologies, we tested several ICT applications for controlling presence in our bus lines. For the moment, none of the solutions tested responds fully to our expectations.

Staff

The day-to-day management of the Transport service was carried out by 6 highly efficient and diligent people during the 2018/2019 school year.

- Frédéric Herinckx, Manager (Berkendael & Uccle)
- Carine Decostre, Assistant (Berkendael & Uccle)

- Agnès Laurent, Assistant (Berkendael & Uccle)
- Nathalie Moraitis, Assistant (Berkendael & Uccle)
- Youssef Sehbi, Assistant (Uccle)
- Julia Montier, Assistant (Uccle)
- Charlotte Van Balberghe, Assistant (Berkendael & Uccle)

The service used a team of 14 adult supervisors to supervise Berkendael students (Nursery and Primary) and another team of 25 adult supervisors to supervise Uccle students for the drop off on Friday at 1:20 p.m.

The Transport Committee is made up of volunteer parents of students who use the transport services:

- Zoltan Krasznai, President of APEEE Services & transport
- Eduardo Lanza, Member
- Ivo Schmidt, Member
- Valentina Corsetti, Member

Students

2 964 students (Berkendael - Uccle) went to school using the school's transport service in the 2018/19 school year. As has always been recommended by the Transport Service, many parents of kindergarten students accompany their children to school on the first few days, thus avoiding possible inconveniences (students who cannot find their bus, etc.). As every year, we organise bus safety and bus evacuation training. All primary and kindergarten classes receive this training as well as a practical exercise on the buses, i.e. 65 classes (Uccle) and 20 classes (Berkendael). The same training is given to bus supervisors (adults and students).

Subscription

The annual price of the school subscription had been set for the year 2018/19 at 1285 euros payable in three times (510-450-305). A reduction in the price was applied during the second half of the school year, which reduced the total subscription cost to 1265 euros. Around 85-90% of subscriptions are paid by the various European institutions. The service therefore charges them every quarter for the subscriptions to be paid. For the remaining 10%-15%, it is the parents or others who must pay the subscription amount each quarter.

Start of the school year 2018/2019

As with every school year, we have received requests from several parents for a change of stop or proposals for new stops. These applications were analysed during a Transportation Management Committee (composed of staff from the APEEE Transport Services and parents

who are members of the Transportation Management Committee). Where possible, and as long as the demands for change are reasonable and achievable, we try to give them a positive response.

The Transport Committee thanks parents for their confidence in the transportation service and for their messages of encouragement.





Ariane
BOURCIEU
Elisabeth
PETERS,

Teresa
FERNANDEZ-GIL,

Véronique
LESOILE

Canteen

Our Team

The parents who volunteer to administer the Canteen Service for the school community are Ariane Bourcieu, Paola Caruso, Teresa Fernandez-Gil, Véronique Lesoile and Elisabeth Peters.

These volunteers meet once every 6 weeks together with the Canteen Manager, Mr. Tony Dillen and Ms. Pascale De Smedt, Coordinator APEEE Services, as well as with invited guests who are active in the life of the school (Management, Administration, Representatives of the teachers, student representatives, etc.).

The Van Houtte canteen currently offers

- A choice of 4 entrees
- 1 soup of the day
- A choice of 2 hot dishes: 1 meat and 1 vegetarian or fish
- A choice of 2 desserts

There is also a salad bar with raw vegetables and other mixed salads, as well as seasonings.

Children can have a second serving from the main course.

The monthly menu is available on the APEEE page <http://www.uccleparents.org/cantine-home/menus/>

Allergens are also indicated.

Number of meals served (average per day)

Nursery school: 195

Primary: 1040

Secondary: 1270

Cafeterias

Both cafeterias offer daily pastries, cold sandwiches and hot food, salads, fruit and soup, as well as drinks and various snacks. The high school cafeteria also offers locally prepared products, such as pasta salads, smoothies and a fresh fruit salad.

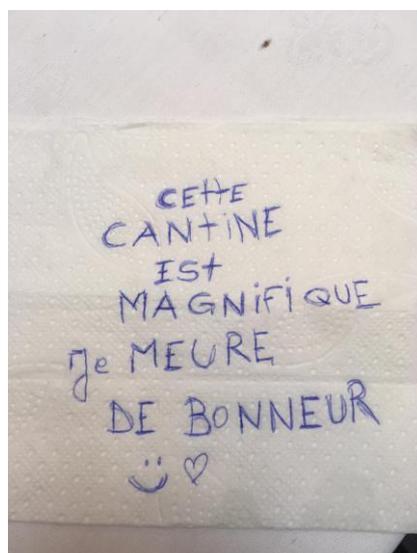
Here are the main issues on which the Canteen Committee worked during the 2018/2019 school year:

1. Interruption of service offered by the Canteen

Following a storm, on March 10, 2019, the tree of a property near the School fell on our campus and partially touched the roof of the canteen of the Van Houtte building. For safety reasons, part of the kitchen was closed off pending the stabilization of the building.

For 2 days sandwiches were served as an emergency measure, then the external company Sodexho took over, ensuring the delivery of ready-made meals while temporary stabilization work was carried out.

The Van Houtte Kitchen was able to resume operation on April 29, 2019. Many positive comments were made when returning to the home cooking. This is the one that touched us the most.



2. Menus offered at self-service

A "small" working group regularly meets to work on the menus.

3. Cafeterias

The canteen Committee has been discussing and taking action over a long period of time to steadily offer a healthier alternative to traditional soft drinks and snacks that are too sweet and/or too fatty. In September 2019 this approach resulted in a more satisfactory offer, but the effort in this direction will of course still be maintained.

4. Vending machines

The 2017-18 Student Committee raised the issue of queues that were too long at cafeterias and proposed the installation of vending machines in order to reduce them.

The Canteen Committee conducted a feasibility study, and in parallel made improvements in the cafeterias that reduced peak-hour queues in a satisfactory way (addition of staff). As parents are anxious not to encourage children to snack too much between meals, the solution of vending machines did not prove to be desirable or useful.

5. Plastic products

The Project initiated during the year 2017-2018, with the removal of disposable plastic products from the canteen and cafeterias. Here are some examples:

- for the Canteen we bought small spoons and stainless steel bowls for desserts.
- in the cafeterias, cutlery, cups for hot/cold drinks and disposable salad bowls were replaced with products made of PLA, biodegradable and compostable plant plastic.



6 .Staff

In January 2019, after 38 years in the service of the Canteen, Abdel Braiija took his well-deserved retirement.

Abdel was a dynamic employee, appreciated by everyone, staff, students and teachers. Always present and a very positive attitude... We miss him!!!

We would also like to thank Jeff Louarn, Senior Education Advisor (who left school in June 2019) for his excellent collaboration.

After the problems that occurred (the closure of the gas for many months during the year 2017-2018, and the fall of the tree in 2018-2019), we hope that this year 2019-2020 will be calmer and will allow the staff of the Canteen to take full advantage of new self-service opportunities and to offer the children increasingly delicious dishes.



Paola CARUSO
President of the Cesame Committee,
Uccle

Césame

Extra-curricular activities

Thanks to the new computer system, registrations for extracurricular activities for the year 2018-2019 could be processed using an algorithm. The time saved on registration management has allowed Césame's team to be more available for the many requests from parents.

For the 2018-2019 school year, Césame offered 115 activities and managed 1300 weekly participations in extracurricular activities. Several new activities were proposed: Salsa, Parkour, Les petits Leonard, Hip-Hop (for P1/P2) and ceramics for secondary schools.

Cesame Wednesdays were created: 7 activities were offered on Wednesday afternoons to primary school children with the possibility of a hot meal in the canteen and supervision. Unfortunately, this proposal did not have the predicted success and only the Parkour and Fencing activities for beginners were maintained.

Regarding enrolment: the trend is downward for secondary school students; the change in lunch break times and the introduction of catch-up on the lunch break encroach on the time spent on extracurricular activities. The 1st and 2nd primary grades have the highest participation rate in activities.

Various events have been organised: the Christmas concert, the theatre festival and the Cesame festival, the next edition of which will take place in June 2021.



Swimming

274 registrations were registered, more than the previous year. Césame took over the entire management of the Swimming Module in collaboration with Mr. Aly Reza Pakzad (Head coach ESB). After extensive renovation work, the VUB swimming pool has reopened its doors. This has enabled us to significantly increase registrations compared to 2017-2018 (+35).

Swimming Team ESB Octopus

The swimming team of the European Schools of Brussels had a very active year with, in particular, the organisation of the finals of the Championship League at the Olympic swimming

pool, Eindhoven. This competition welcomed nearly 500 swimmers from 10 different European countries, a great deal of work with the intensive involvement of parent volunteers. There were also team trips to competitions in Neustadt (DE), Cadiz (ES), Lakenheath (UK) and Eindhoven (NL). An increase was seen from 45 to 65 swimmers through a major promotional effort. Hiring of additional coaches.



Orchestra

The orchestra, which also includes the chamber orchestra for wind and strings instruments, hosts a group of 50 musicians. In addition to the Friday rehearsals, 2 workshops were organised: a weekend for the traditional Christmas concert and a trip to Italy during the Easter holidays. The orchestra also gave several concerts in Belgium during the year.

The orchestra also works in collaboration with primary and secondary music coordinators to create an environment that helps develop the school's musical creativity. In order to make the link between primary and secondary school, concerts and musical presentations are regularly organised for primary school children.

Daycare

The total number of children enrolled for the 2018-2019 school year is almost the same as the previous year: for nursery, there is a decrease of a dozen of children leaving with the first bus departure and an increase of roughly the same number of children leaving with the second. The number of primary school children is almost identical in both years.

Lockers

Mr Noé HENNEQUIN took over the management of the lockers in June 2018, following the departure of Mr Vincent REYNAERTS.

This year was marked by the purchase of new lockers to meet an ever-increasing demand for Secondary students. 1754 lockers were allocated compared to 1729 the previous year.



**Stéphanie
RESSORT
President
Of
the
extracurricular
activities
Committee,
Berkendael**

Extra-curricular activities in Berkendael

Launched for the first time in 2016 with 7 activities in 14 slots, the extracurricular program covered 21 different activities for the year 2018-2019.

The team of instructors welcomed 568 children each week from 348 families.

The year 2018-2019 was a challenging one. The project started two years earlier needed to be adapted and expanded. The challenges were many and were met with determination, thanks to a volunteer team that was able to structure itself, the motivation of a part-time manager and the hiring of a second part-time person in December 2018.

Courses in Romanian, Hungarian and Italian have been added to the wide range already in place in order to achieve a good balance between sport, language courses and creative leisure activities. Some language courses were organised by age and level in order to cope with the increase in the number of students.

Continuing the dynamic of offering a variety of courses at both kindergarten and elementary levels, the program went beyond the regular extracurricular courses, also implemented:

- individual piano and guitar lessons;
- a special after-school childcare module for children who are not entitled to OIB childcare on Mondays, Tuesdays and Thursdays from 3pm to 5pm;
- a Friday day-care after school called ACTIVE for kindergarten students who take the bus, to keep up the waiting time from 12:30 to 15:00;
- an extra-curricular bus on Tuesday at 4pm to the Schuman area for children who usually take the bus and cannot take part in the activities.

The year 2018-2019 was therefore rich in many respects, but it is not a time to get comfortable. The Berkendael family is growing, the school is constantly evolving and the space is becoming limited. Every year, we have to deal with an increasing number of enrolments, following the increase in the number of children admitted to Berkendael.





**The accounts
of the APEEE Services**



Brian GRAY
Treasurer of
l'APEEE
Services

**Pascale DE
SMEDT**
Coordinator
of the APEEE
Services

Accounts of the APEEE Services

APEEE Services financial report: (NB all figures are rounded)

APEE Services ASBL manages a budget of 7 million euro each year, and employs 21 staff and almost 100 part-time bus monitors and after-school activity coaches.

Instead of breaking even over the year 2018/19, as budgeted, the Services' expenditure exceeded its income by 250.000 €. The main reason for this is a deficit of 430.000 € for the transport service:

- **a provision of 180.000 €** has been charged to the transport services' accounts. The PMO has requested a refund of 180.000 €, being part of its contributions over the past six years towards the cost of the transport of children of parents working in the Commission. It bases this request on the excess of income over expenditure by the transport service in certain of those six years. We still have received no full explanation of how PMO calculates the requested refund and so cannot yet agree to pay any amount which may be due.
- The transport service as a whole had a **deficit totalling 250.000 €**, principally as receipts were 90.000 € less than expected, and the cost of the buses 220.000 € more than budgeted.
- Within the transport service, Berkendael showed a deficit of 263.000 €, and Uccle a surplus of 10.000 €.

The deficit of the transport service was partly offset by a surplus of 194.000 € for the canteen and cafeteria, despite the disruption caused by the falling of a tree on the restaurant roof. Insurance covered all but 15.000 € of the extra costs and loss of revenue, totalling 189.000 €.

The other services showed small excesses (deficits) as follows: coordination (4.700€), Périscolaire Uccle (36.800 €), Garderie 10.300 €, Casiers (6100€), swimming club 6 400€, Périscolaire Berkendael 13.200 €.

The Services' balance sheet shows fixed assets at a depreciated value of 646.000 €, an investment fund of 1,5 million euro and cash at bank of 1.888.000 € (which includes 860.000 € received from PMO in advance of 2019/20).

Accumulated excesses of income over expenditure at the year-end totalled 2.664.000 €, of which 1.346.000 € is held in reserve to cover the cost of indemnities due to staff if they are made redundant or if Services' activities should cease. The remainder of the accumulated funds is needed to finance fixed assets and working capital.

APEEE Services - CLOTURE 2018/2019

| | TOTAL | Coordination | Cantine | Cafétéria | Transport | Act.Périsco | Garderie | Casiers | Equipe nat. | Perisco. Berkendael |
|--------------------------------|------------------|---------------------|------------------|------------------|------------------|--------------------|-----------------|----------------|--------------------|--------------------------------|
| Produits | | | | | | | | | | |
| Cotisations | 6.657.493 | 131.535 | 1.844.356 | 233.404 | 3.726.698 | 370.417 | 70.725 | 39.089 | 56.982 | 184.288 |
| Autres recettes | 306.679 | 0 | 189.131 | 0 | 26.118 | 72.513 | 0 | 0 | 0 | 18.917 |
| Récupération biens et services | 178.716 | 76 | 173.883 | 844 | 3.714 | 136 | 6 | 11 | 0 | 47 |
| Produits financiers | 1.421 | 330 | 55 | 0 | 585 | 166 | 6 | 0 | 0 | 279 |
| Total produits | 7.144.310 | 131.940 | 2.207.426 | 234.248 | 3.757.116 | 443.231 | 70.737 | 39.100 | 56.982 | 203.530 |
| Charges | | | | | | | | | | |
| Coûts des Prestations | 3.999.416 | 0 | 571.415 | 124.692 | 3.281.256 | 21.190 | 0 | 0 | 864 | 0 |
| Biens et services | 1.028.163 | 35.187 | 585.235 | 0 | 113.209 | 172.727 | 3.135 | 506 | 48.310 | 69.855 |
| Rémunérations et charges | 1.674.746 | 89.141 | 528.923 | 106.615 | 508.234 | 259.699 | 48.512 | 19.745 | 0 | 113.877 |
| Amortissements | 366.693 | 11.978 | 98.603 | 0 | 206.871 | 12.824 | 6.909 | 23.333 | 124 | 6.050 |
| Participation Coordination | 131.535 | 0 | 39.246 | 0 | 75.757 | 13.002 | 1.559 | 1.073 | 898 | 0 |
| Charges financières | 4.525 | 342 | 851 | 0 | 910 | 653 | 310 | 549 | 379 | 531 |
| Taxes | 189.104 | 0 | 189.104 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Charges | 7.394.180 | 136.648 | 2.013.375 | 231.307 | 4.186.237 | 480.095 | 60.424 | 45.205 | 50.574 | 190.313 |
| RESULTAT | -249.870 | -4.708 | 194.050 | 2.941 | -429.121 | -36.864 | 10.313 | -6.106 | 6.407 | 13.217 |

Find out more on:

www.uccleparents.org