

**PROTOKOLL**  
**der Vorstandssitzung der EV**  
**am 15.12.09**

**14 present members:**

Tom De Baker  
Marie-Claude Donnelly  
Inés Gonzalez  
Philippe Herman  
Cécile Lombardot  
Andreas Orlandi  
Edoardo Pastore  
Elena Roja Romeo  
Raquel Sommer  
Vito Spinelli  
Gerry Van Woensel  
Dimitrios Varelas

**1. Establishment of the correct convocation of the Board and of the deciding competence**

The correct convocation of the board and of the deciding competence is established at 18:46.

**2. Approval of the agenda**

The agenda is unanimously approved with an additional TOP 12. Finances.

**3. Approval of the Minutes of meeting of the 12.11.09**

A former pupil of the school found his name in minutes published on the web page of the PA, he required us to remove it and suggested to provide access to minutes only with a password. Any comments and/or corrections for the minutes of the 12.11.09 to be sent to the secretary via email by Friday. If nothing comes the minutes of the 12.11.09 are unanimously approved.

**4. PA Office: Proposal for Workshop**

a) A workshop for our employees in the office is projected for the beginning of 2010 (topics: improvement of working methods, dealing with customers, ...). The workshop is for up to 5 participants so that 2 members of the board could also join it. Members of the board asked by several companies .

b) Contract

A third employee started in our office in Feb. 2009 with a contract for one year only. A member of the board proposes now to prolong her contract indefinitely. The decision is unanimously approved.

Another employee of the office still has no written contract. A written contract is not necessary in regard to German law but the board would prefer to have one. We made a proposition two years ago but the employee did not agree.

**5. 30 Years PA: nomination of a team for organizing**

The school management proposed the 1<sup>st</sup> of May to celebrate the anniversary of the PA in the (closed) school yard and in the Aula. (On the 28<sup>th</sup> of May is the official opening of the Eureka Building).

- A member of the Board asked different companies for “big” attractions (Karussell, Luftschlösser ...).
- In the Sporthalle: theater + dance performances.
- Food: every pupil will get a voucher for one food + one drink // the caterer could open the kiosk // PA will ask the caretaker to barbecue.
- Still to be clarified: who has to pay for the cleaning of the school and for the Caretaker(s) working on this day.

The board unanimously approved the Committee of six members.

The next meeting is on 14<sup>th</sup> January.

## **6. Interparents: Reform of the System ES**

A decision was taken at the last Board of Governors which would restrict the voting rights of the parents’ representatives in the administrative Board. The parents’ shall have two member but designate one as a member and the other one as an alternate, which means the parents have only one vote instead of two like now.

Interparents holds that this new rule would be against the convention and wants to have it stopped - with the help of the parents’ associations of all European schools.

The board unanimously agreed to give the Interparents representative mandate to ask for legal advice. Financial issues will be cleared with three nominated Board members. The Interparents representative will give regular feedback to the board.

## **7. Category 3: Info on Admission Criteria**

Members of the board met the school direction who proposed a new text for the web page stipulating that all applications will be considered. The text is already translated into French and English and will be put online by the end of the year.

The school confirmed verbally that siblings will – as always - have high priority.

## **8. Garderie: Progress on Availability of Rooms**

Members of the board had a meeting with EPO representatives regarding the development of the Garderie. The PA pointed out how important the Garderie is, especially for EPO employees. The EPO representatives assured that they would support the PA in continuing the Garderie and are ready to help for new rooms.

Another point concerned the new site (school annex), where no Garderie is foreseen so far. The PA is thinking about a Garderie or Hort outside the school building.

A meeting with the PA, the EPO and the school shall take place soon.

## **9. New Canteen: Progress**

- Cafeteria: all HS students shall have access to it but:
  - The school management wants only the students of HS grade 4<sup>th</sup> to 7<sup>th</sup> to be allowed to sit in the cafeteria.
  - The pupils of 1<sup>st</sup> - 3<sup>rd</sup> grade shall have access to the cafeteria from the window on the patio. But the patio is not opened yet, which means younger children have no possibility to buy snacks or drinks at the moment.

For the PA the actual situation is not satisfactory. A meeting with members of the board and Kanteam and the school direction is scheduled in December.

The Board unanimously agreed that the PA won't accept any deviation from the terms of the contract and that Il Cielo is not allowed to make any agreement with the school.

- False information was circulated by the school direction indicating that no lunch will be served on 18<sup>th</sup> December. The pupils will have a lunch packet. The canteen representative will send again an email to all parents + info on infoscreen + poster on all school entrance
- Test run: on 22.12 or 05.01 a test run for the canteen will take place for ca. 200 people. Board members can inform (some) other parents.

## **10. Next PA Meeting**

19.01.2010

## **11. Miscellaneous**

### **a. PA Calendar**

19.01.2010 Vorstandssitzung

29.01.2010 Neujahrsempfang

01.05.10 Jubiläumsfeier

28.05.10 Offizielle Eröffnung von EUREKA Schulgebäude

## **12. Finances**

- Office: three new computers have been provided, still expecting a line printer
- As agreed during last board meeting, the teacher responsible for the "Mauerfall Projekt" got a financial advance
- Canteen: need for a contract from the IPG before paying invoice
- Meeting with the bank in January to take advice on financial reserve
- Auditors: meeting with the former auditors and the new ones in January. The PA is downsizing so need to analyze and reorganize the work of the employees.

Die Protokollführerin:

Cécile Lombardot