



Schola Europaea

Office of the Secretary-General

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Decisions of the meeting of the Board of Governors of the European Schools

Brussels – 2-4 December 2014

Approved by written procedure No 2015/01 on 2 February 2015

III. WRITTEN COMMUNICATIONS

a) Outcome of written procedures amongst the members of the Board of Governors (2014-11-D-5-fr-1)

Outcome of written procedure 2014/14 –Appointment of the Italian Inspector for the secondary cycle

By means of the written procedure initiated on 13 May 2014 and ending on 20 May 2014, the Board of Governors agreed to appoint **Ms Diana SACCARDO** as Italian member of the Board of Inspectors (Secondary), in place of Mr F. RICCIARDELLI.

Outcome of written procedure 2014/15 –Decisions of the non-enlarged meeting of the Board of Governors of the European Schools of 8 April 2014, in Sofia (2014-04-D-3)

By means of the written procedure initiated on 13 May 2014 and ending on 27 May 2014, the Board of Governors approved the decisions of the non-enlarged meeting of the Board of Governors of the European Schools of 8 April 2014 – Document: 2014-04-D-3-en-1.

The definitive decisions: document - 2014-04-D-3-en-2 have since been published on DOCEE.

Outcome of written procedure 2014/17 – Decisions of the non-enlarged meeting of the Board of Governors of the European Schools of 8-10 April 2014 (2014-04-D-5-en-2)

By means of the written procedure initiated on 23 May 2014 and ending on 6 June 2014, the Board of Governors approved the decisions of the enlarged meeting of the Board of Governors of the European Schools of 8-10 April 2014 (2014-04-D-5-en-2)

The definitive decisions: document - 2014-04-D-3-en-3 have since been published on DOCEE and on the European Schools' website.

Outcome of written procedure 2014/18 – Appointment of the Maltese inspector for the nursery and primary cycle

By means of the written procedure initiated on 23 May 2014 and ending on 6 June 2014, the Board of Governors agreed to appoint **Mr Antony GRECH** as Maltese member of the Board of Inspectors (Nursery and Primary), in place of Mr Georges MIFSUD.

Outcome of written procedure 2014/21 – Cost Sharing table and mechanism – Structural model

By means of the written procedure initiated on 3 June 2014 and ending on 17 June 2014, the Board of Governors approved the Cost Sharing mechanism set out in the document: Cost Sharing table and mechanism – Structural model.

Outcome of written procedure 2014/22 – Culham – New Category II contributions

By means of the written procedure initiated on 16 June 2014 and ending on 30 June 2014, the Board of Governors approved the document: 'Culham – New Category II contributions' (2014-05-D-11-en-2).

Outcome of written procedure 2014/23 – Minutes of the non-enlarged meeting of the Board of Governors of the European Schools of 8 April 2014, in Sofia (2014-04-D-4)

By means of the written procedure initiated on 17 June 2014 and ending on 1 July 2014, the Board of Governors approved the draft minutes of the non-enlarged meeting of the Board of Governors of the European Schools of 8 April 2014, in Sofia (2014-04-D-4-en-1).

The definitive minutes: document - 2014-04-D-en-2 have since been published on DOCEE.

Outcome of written procedure 2014/24

- Appointment of the Croat inspector for the nursery and primary cycle

- Appointment of the Croat inspector for the secondary cycle

By means of the written procedure initiated on 20 June 2014 and ending on 4 July 2014, the Board of Governors agreed to appoint

1. **Ms Ivana Pilko ČUNČIĆ** as Croat member of the Board of Inspectors (Nursery and Primary), in place of Ms Mihaela ADAMOVIĆ.
2. **Ms Gea CETINIĆ** as Croat member of the Board of Inspectors (Secondary), in place of Ms Mihaela ADAMOVIĆ.

Outcome of written procedure 2014/25– Appointment of the Luxembourg inspector for the nursery and primary cycle

By means of the written procedure initiated on 20 June 2014 and ending on 4 July 2014, the Board of Governors agreed to appoint **Ms Arlette LOMMEL** as Luxembourg member of the Board of Inspectors (Nursery and Primary), in place of Mr Serge HASTERT, with effect from 1 October 2014.

Outcome of written procedure 2014/27 – Proposal for the annual adjustment of the remuneration of the seconded staff, of the Secretary-General and of part-time (locally recruited) teachers with effect from 1 July 2012 (2014-05-D-12-en-2)

By means of the written procedure initiated on 7 July 2014 and ending on 21 July 2014, the Board of Governors approved the proposal for the annual adjustment of the remuneration of the seconded staff, of the Secretary-General and of part-time (locally recruited) teachers with effect from 1 July 2012 (2014-05-D-12-en-2).

Outcome of written procedure 2014/30 – Appointment of the Dutch inspector for the secondary cycle

By means of the written procedure initiated on 8 July 2014 and ending on 22 July 2014, the Board of Governors agreed to appoint **Mr Alex COENEN** as Dutch member of the Board of Inspectors (Secondary) with effect from 1 September 2014.

Outcome of written procedure 2014/32 – Supplementary and amending budget 3/2014 (2014-07-D-10-en-2)

By means of the written procedure initiated on 23 July 2014 and ending on 14 August 2014, the Board of Governors approved Supplementary and amending budget 3/2014 (2014-07-D-10-en-2)

Outcome of written procedure 2014/34 –Appointment of the Danish inspector for the nursery and primary cycle

By means of the written procedure initiated on 29 August 2014 and ending on 12 September 2014, the Board of Governors agreed to appoint **Ms Yvonne GAMMELGAARD** as Danish member of the Board of Inspectors (Nursery and Primary), in place of Mr Henrik TAUBER, with effect from 1 August 2014.

Outcome of written procedure 2014/36 – Draft minutes of the enlarged meeting of the Board of Governors of the European Schools of 8-10 April 2014 (2014-04-D-6-en-2)

By means of the written procedure initiated on 18 September 2014 and ending on 2 October 2014, the Board of Governors approved the Draft minutes of the enlarged meeting of the Board of Governors of the European Schools of 8-10 April 2014 (2014-04-D-6-en-2).

The definitive minutes: document - 2014-04-D-6-en-3 have since been published on DOCEE.

Outcome of written procedure 2014/39 – Appointment of the Latvian inspector for the secondary cycle

By means of the written procedure initiated on 1 October 2014 and ending on 15 October 2014, the Board of Governors agreed to appoint **Ms Olita ARKLE** as Latvian member of the Board of Inspectors (Secondary), in place of Mr N. VENZEGA, with effect from 22 September 2014.

Outcome of written procedure 2014/43 – Appointment of the Bulgarian inspector for the nursery and primary cycle

By means of the written procedure initiated on 28 October 2014 and ending on 11 November 2014, the Board of Governors agreed to appoint **Ms Reni RANGUELOVA** as Bulgarian member of the Board of Inspectors (Nursery and Primary), in place of Ms Irina VASEVA.

Outcome of written procedure 2014/44 – Appointment of the Croat inspector for the nursery and primary and secondary cycles

By means of the written procedure initiated on 28 October 2014 and ending on 11 November 2014, the Board of Governors agreed to appoint **Ms Jasna ANIČIĆ** as Croat member of the Board of Inspectors (Nursery and Primary) in place of Ms Ivana Pilko ČUNČIĆ and as Croat member of the Board of Inspectors (Secondary) in place of Ms Gea CETINIĆ.

Outcome of written procedure 2014/45 – Amending budget No 4/2014 for the European Schools

By means of the written procedure initiated on 4 November 2014 and ending on 14 November 2014, the Board of Governors approved Amending budget No 4/2014 (2014-10-D-42-en-3).

IV. A ITEMS

A.1. Appointment of the Chair of the 2015 European Baccalaureate Examining Board (2014-09-D-45-fr-2)

The Board of Governors approved the appointment of the Chair of the European Baccalaureate Examining Board for the 2015 session:

Ms Ivana BOZDĚCHOVÁ, of Czech nationality.

A.2. Harmonisation of the arrangements for deductions (amounts withheld) on the departure of a member of the seconded staff on account of a differential adjustment to be received (2014-10-D-24-fr-2)

The Board of Governors decided to approve the new procedure to determine the amount to be withheld on a member of staff's departure, thus following the recommendation made by the Budgetary Committee.

A.3. New Budget nomenclature from 2016 (2014-10-D-22-en-2)

The Board of Governors took note of and decided to approve a new budget nomenclature.

A.4. Pilot programme for Careers Guidance for cycle 1 (years 2 and 3) in the Secondary cycle(2014-09-D-54-en-3)

The Board of Governors approved the pilot programme for Careers Guidance for cycle1 with entry into force on 1 September 2015. The pilot project could be implemented by all the schools and would be evaluated after a period of three years.

A.5. Payment of Category III School Fees (2014-10-D-4-en-2)

The Board of Governors approved the following new proposal:

This framework for instalments consists of three elements:

- the first payment (25% of the annual school fees) has to be made by 30 June before the beginning of the following school year;
- the schools have to foresee regular intervals (e.g. monthly, bi-monthly, etc.) for the instalments; and
- the date for the last instalment will not be later than 31 March of the current school year.

A.6. General Rules of the European Schools

Handing over of examination scripts – Proposals for amendments to the General Rules(2014-09-D-31-fr-4)

The Board of Governors approved the proposed amendments to the text of Articles 11, 18 and 31 of the General Rules and their immediate entry into force.

V. JOINT REPORT OF THE BULGARIAN PRESIDENCY OF THE BOARDS OF INSPECTORS AND OF THE TEACHING COMMITTEE (NURSERY, PRIMARY AND SECONDARY) – 2013-2014 SCHOOL YEAR (2014-09-D-47-bq-2)

+ Annex: ‘Pedagogical Development and Quality Assurance of the European Schools (2013-2014) – Follow-up on 30 June 2014(2013-08-D-12-en-8)

The Board of Governors took note of the joint report of the Bulgarian presidency of the Boards of Inspectors and of the Teaching Committee (Nursery, Primary and Secondary) for the 2013-2014 school year and of the annex thereto.

VI. 2014 EUROPEAN BACCALAUREATE

a) Report of the Chairman of the 2014 European Baccalaureate (2014-09-D-22-en-3)

The Board of Governors took note of the report of the Chairman of the 2014 European Baccalaureate session, more particularly of the recommendations summarised below:

1. Pre-Baccalaureate examination papers to be prepared at the Central Office.
2. Clear specifications for the Baccalaureate (and Pre-Baccalaureate) examinations are needed for every subject.
3. Detailed guides for correction of candidates’ scripts are required.
4. Involvement of university professors in some of the Baccalaureate activities.
5. Two oral examinations.
6. Harmonisation of the oral examinations.
7. Maintaining a database and conducting in-depth analysis of the Baccalaureate results.
8. Participation in international educational studies.

These recommendations should now be followed up, the Board of Governors thus giving a mandate to the Board of Inspectors (Secondary) to produce a document containing a list of the recommendations made in this and previous reports and the actions undertaken and planned to address them. The Board of Governors would decide on their concrete implementation.

b) Report on the 2014 European Baccalaureate + Annexes (2014-07-D-13-en-3)

The Board of Governors took note of the report on the 2014 European Baccalaureate and the annexes thereto.

VII. REPORT OF THE CHAIR OF THE BUDGETARY COMMITTEE – 2013-2014(2014-10-D-18-fr-2)

The Board of Governors took note of the report of the Bulgarian Chair of the Budgetary Committee for the 2013-2014 school year.

VIII. REPORT OF THE COURT OF AUDITORS FOR THE FINANCIAL YEAR 2013 AND REPLY OF THE SECRETARY-GENERAL OF THE EUROPEAN SCHOOLS (2014-10-D-19-fr-2)

The Board of Governors took formal note of the Report of the Court of Auditors on the annual accounts of the European Schools for the financial year 2013 and approved the Secretary-General's reply, and gave an assurance that all necessary steps would be taken to act on the recommendations made.

IX. B ITEMS

B.1. Brussels European Schools:

- **Creation of the European School, Brussels Berkendael (2014-10-D-44-en-2)**
- **Creation of Estonian, Latvian and Slovak language sections and development of the Lithuanian section in the secondary cycle in Brussels (2014-11-D-7-en-1)**
- **Central Enrolment Authority for the Brussels European Schools: Review of the results of the 2014-2015 enrolment policy and proposed guidelines for the 2015-2016 policy (2014-11-D-6-fr-1)**

At its December meeting, the Board of Governors decided to initiate a written procedure in respect of these three documents.

The three written procedures were conditional upon a favourable decision of the Belgian Council of Ministers on the continuing availability of the Berkendael site. In the event of a negative decision, the written procedure would be annulled.

On the last day of the Board of Governors' meeting, the Secretary-General presented a new proposal in respect of the creation, development and placement of language sections in the Brussels Schools. The three documents were amended in accordance with the proposal presented.

In addition, the Board of Governors requested the addition of a statistical overview of the situation in terms of pupil numbers in Brussels.

B.2. Situation of the German language section at the European School, Mol (2014-09-D-37-en-3)

The Board of Governors endorsed the proposal in the document to create a working group charged with evaluating the situation of the German language section of the European School, Mol, whose work should take two years to complete. An interim report would be presented to the Board of Governors at its December 2015 meeting.

B.3. IAS (Internal Audit Service) – Planning of the 2015-2017 strategic internal audit (2014-11-D-10-en-1)

The Board of Governors took note of and approved the planning of the 2015-2017 strategic internal audit presented by the IAS, in its capacity as the internal audit body of the European School system, as decided by the Board of Governors. It was also decided to add to the 2015-2017 plan a mission concerning governance of communication with respect to safety and security in the schools.

B.4. Revision of the Financial Regulation (2014-10-D-21-en-2)

The Board of Governors decided to approve the amendments to the Financial Regulation and its Implementing Rules as presented in the attached Annex A (Financial Regulation) and Annex B (Implementing Rules).

The Board of Governors approved extension of the working group's mandate from 12 to 18 months – or the setting up of a new working group – in order to continue study of some remaining issues mentioned above, raised by the organs consulted or identified during the revision process, as mentioned in the working group's document, considering also the questions mentioned in the European Commission's note of 14 November 2014, with a view to putting forward a concrete proposal in time for the Board of Governors' December 2015 or April 2016 meeting.

B.5. New and discontinued seconded posts in the nursery, primary and secondary cycles: 2015-2016 school year (2014-10-D-5-en-4)

The Board of Governors decided to endorse the consolidated proposal for new and discontinued seconded posts, subject to the changes submitted by the delegations during the meeting, and proposed that a written procedure then be initiated amongst the members in order to obtain written confirmation from each delegation by 19 December 2014 at the latest.

- Communication from the Secretary-General: Cost Sharing

The Secretary-General was given a mandate to prepare a working paper on options for the future staffing of the schools, setting out proposals for funding by other organisations, as part of Cost Sharing, and updated information about Cost Sharing with the Member States, with particular reference to full-time posts remaining unfilled and which had to be filled instead by locally recruited teachers. The discussion on locally recruited teachers would also be reopened.

B.6. Creation of a group responsible for indicating the IT strategy for communication, administrative and financial tools (2014-11-D-13-fr-1)

The Board of Governors took note of the request for creation of a standing group responsible for the strategy for communication, administrative and financial tools (IT-ADM) and replacement of the

old 'ICT Steering Group' by the new standing group responsible for IT with educational objectives (IT-PED) 'Educational IT Steering Group'.

It proposed nevertheless that this proposal should be submitted to the preparatory committees at their February and March 2015 meetings, including the changes mooted during the meeting, before being submitted to it again in April 2015.

B.7. Proposal for amendment of the Arrangements for implementing the Regulations for the European Baccalaureate (applicable for the 2015 Baccalaureate session) (2014-09-D-17-en-3)

The Board of Governors scrutinised the document, which incorporated the requests for changes made by the JTC through written procedure 2014/41, and decided to endorse all the proposals for amendments (subject to minor amendments, the need for which was established during the meeting), in order to enable these Implementing Arrangements to enter into force for the Baccalaureate session already underway.

B.8. Proposed amendment of the Rules of Procedure for the Budgetary Committee of the European Schools: 2009-D-185-en-6 (2014-10-D-40-fr-2)

B.9. Proposed amendment of the Rules of Procedure for the Board of Governors of the European Schools: 2010-D-154-en-1(2014-11-D-2-fr-1)

As a consensus was not reached on approval of the aforementioned two documents, the Board of Governors mandated the Secretary-General to make the changes mooted during the meeting to the two documents, so that they could be submitted to the members at a later date.

It should be noted that the majority of the members were opposed to recordings of meetings of the Board of Governors being made public.

B.10. ACCREDITED EUROPEAN SCHOOLS

Audit Report on Europa School UK (2014-09-D-1-en-2)

The Board of Governors decided to grant accreditation recognising the European education provided in the nursery and primary cycles at Europa School UK and to mandate the Secretary-General to sign an Accreditation Agreement covering the nursery and primary cycles for three years.

Dossier of Conformity – *Scuola per l'Europa di Brindisi*(2014-07-D-14-en-2)

The Board of Governors approved the Dossier of Conformity of *Scuola per l'Europa di Brindisi*. It considered that the dossier fulfilled the requirements of the second stage of the accreditation and cooperation process.

XI. DATE OF THE NEXT MEETING:

15, 16 and 17 April 2015, in Prague, Czech Republic.