Dear Mr Houghton-Clark,

We write to you in your capacity as the chairperson of APEEE Woluwe EEB2 to inform you that a number of full members of the Association of Parents of the Pupils at the European School Brussels II - Woluwe have decided to request an Extraordinary General Meeting to be held on January 14th, 2021. Please find attached the list of full members requesting an Extraordinary General Meeting, the call to the meeting, and the text of the petition to organize the meeting.

According to Art. 9 of the Statutes of the Association, the Administrative Board must convene an Extraordinary General Meeting if one tenth of the full members so requests. According to the Statutes, this meeting shall be convened two weeks in advance and the Administrative Board shall make sure that the Extraordinary General Meeting is widely publicised as is the case for the Annual General meeting. It is considered in the petition that it is vital for the association to organize the meeting prior to the Annual General Meeting 2021 in order to be able to conduct the business of Annual General Meeting, including the elections of new members, with clarity on their mandate.

We have prepared the call to the meeting, attached.

We understand that organizing the meeting, even if now easier online, may require an extra effort. To this end we are offering our help to organize the meeting. Please let us know how you prefer to organize the meeting and to what degree you request our help.

In any case, we urge you to distribute the call to the meeting and send it out at the earliest to meet the obligation to inform the members in a timely manner in accordance with the statutes 14 days prior to the meeting.

To facilitate proper voting arrangements, we note www.belenios.org voting application has been used with success with other APEEE 's in Brussels. We can provide parent volunteer expertise for setting this system up so that the Extraordinary General Meeting can be conducted without any burdens to all concerned.

We look forward to your swift confirmation you have received this letter and any notes you may have on the matter.

On the behalf of the listed parents.

Brussels, Dec 22nd, 2020

Respectfully,

Name widrawn for privacy reasons

The list of members of the association calling for the meeting at 22.12.2020 at 17:10:

Names widrawn for privacy reasons