



Verein der Eltern und Freunde  
14167 Berlin

John-F.-Kennedy-Schule Teltower Damm 87-93 •

der John-F.-Kennedy-Schule zu Berlin e.V.

Society of Parents and Friends

of the John F. Kennedy School Berlin e.V.

## Minutes

Wednesday, January 22, 2020

### Meeting started at 19:08

Board present:

Tracey Tober, Katrin Drakulic, Buck Chisolm, Eva El-Alfy, Nelly Heidbrink, Theresa Helou, Lynn Brinda, Vanessa Hansen, Vinh Pham-Beinhold, Karrie Riemer

Board excused:

John Mask (Tracey has John's proxy vote)

Also present:

Brian Salzer, Lia Rigamonti, Nancy Voke, JaNeil Wehr, David-Simon Nelle, Melissa Cattarius, Jacqui Borchardt, Christina Hicks, Allen Hicks, Jacqueline Bespolka, Colette Rihane

#### 1. Approval of Agenda

Change to the agenda: 4 new requests

*unanimous*

#### 2. Approval of Minutes of the last meeting, December 18, 2019

*unanimous*

#### 3. Principal's Note - Brian Salzer

The new elementary school principal is hired (all the details can be found in the Parent Council Board's announcement); no assistant principal due to no candidates, so this position will be filled internally for one year.

Concerning the German HS principal: the search is in progress. There are 5 candidates. The official process has been going on for 7 months and hopefully should be finished in 3 months (the position has been vacant for 7 years).

The German ES principal's position has been vacant for 3 years. The job is posted and the hiring process has not really started yet.

NEASC (The New England Association of Schools and Colleges) accredits JFKS as a US school. Two representatives will be at JFKS Feb 17-20 and will be meeting with teachers, students and parents. This is the 5-year checkpoint for the 10-year accreditation.

Budget: The planning is in progress and should hopefully be finished soon. There



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should be a full German budget, but the administration will still come to the Verein with requests. This will open up more possibilities to strengthen the school's rich extra curriculum activities.

Concerning the use of the school's own Verkehrsschule, Tracey asks who is liable if a child gets hurt during the usage. Reply: it should be covered through the UKB (Unfall - Krankenkasse). It should also be covered when other schools use it. The superintendent should be able to answer this question.

60-year-anniversary: there are still tickets left for the concert on February 14 (only 100 tickets have been sold so far, still 300-400 are left). We need to advertise more.

#### 4. **Student Council - David-Simon Nelle (had to leave at 19:30) and Ja-Neil Wehr**

The Student Council has asked for student helpers for Verein events. This is on going.

Student design competition for merchandise for the 60-year-anniversary: there still is no HS design, (the winning design was too similar to a famous artist). So far the shop will use the design from Jason Ablang. Melissa Cattarius waits for the original file from the runner-up design. Bags and hoodies are already ordered, by February 14th, the Jocelyn B. Smith concert. This is the kick-off event for the 60-year-anniversary festivities. There will be bags, but maybe the mugs will not yet have arrived. There will also be a vintage style t-shirt /sweatshirt, with 1960 on it.

No other requests from the students so far.

A yearbook committee was founded, but so far nothing to report.

NHS benefit concert will be on March 12. The money raised will go to the WWF to help Australia's wildlife.

#### 5. **Report from the president - Tracey Tober**

The Thank-you Reception coming up on March 13th. The NHS and community service kids have been asks to volunteer and they are always very helpful.

We looked at catering options: Brunch at School charges nearly 20 Euro per Person. So far we do not know how many people will come. In the last years it used to be around 100 people, but it could be more with this year being tied into the 60-year-anniversary.

Maybe we can find a combination: some things we bring ourselves, some being catered.

The Italian caterer "Ado" (Lynn and Lia checked) seems to have good and reasonably



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priced options. They requested an offer for 10 Euro per person. Lynn has good experience with him. He was very receptive and trying to be very helpful. Buck suggests that we try to get a complete budget (for food, plates, drinks, decoration, etc.) - and then it could be submitted per e-mail vote. This needs to be done soon. Lynn will get a budget for drinks. Lia and Lynn will check again on the food offer from Ado.

Update on the Verkehrsschule: the second shed will soon be delivered. As soon as the shed arrives, the bikes should be delivered. The offer from the Fahrrad Kuczka across the street from school includes repairs and will return bikes the next school day. This was the best offer.

## 6. Treasurer's Report – Buck Chisolm

### a) Account balances

#### Balances as of 21 January 2020:

<b>DKB:</b>	<b>€95,153.72</b>
<b>Sparkasse:</b>	<b>€9,504.32</b>
<b>Postbank:</b>	<b>€8,006.77</b>
<b>PayPal:</b>	<b>€ 3,043.47</b>
<b>Totals:</b>	<b>€115,708.28</b>
<b>Total authorized expenses:</b>	<b>€13,344.52</b>
<b>Projected balance after planned outlays:</b>	<b>€102,363.76</b>

### b) Transition update to Sparkasse continues / planned closing of Postbank account

1. For present will use DKB as the primary payment account.
2. We have three (3) small donors who have been notified of the closing of the Postbank account and requested to change their donations to the Sparkasse account
3. There are two families who have used the Postbank account for payment of annual membership fees who have been contacted requesting in the future they use the Sparkasse account.
4. By the end of Q1/20 we plan to transfer the remaining balance from the Postbank account and provide them with a letter from the Verein closing the account.

c) Report on membership: Currently membership 786. We have 18 families that are in non-dues paying status. Projected annual income: €58,600.00



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d) Budget planning for income and expected reoccurring expenses 2020 / 2021. Projections and recommendations presented to voting board for consideration and approval at February meeting.

### **Report on lockers**

The locker committee is proposing a two-year replacement cycle to be implemented beginning in 2021.

- Phase 1 – July/August 2021 replacement of 106 lockers on 1st floor of blue building. Projected replacement cost: €11, 849.71. (Note: locker cleaning for 2021 will be less than the projected €1800 as it will be pro-rated to exclude the 106 new lockers)
- Phase 2 – July/August 2022 replacement of 108 lockers on 2nd floor of blue building. Projected replacement cost: €12,072.24. (Note: locker cleaning for 2022 will be less than the projected €1800 as it will be pro-rated to exclude the 108 new lockers)

The locker committee is evaluating if we can replace the existing 30 cm wide lockers with larger 35 cm ones (note: the same as installed on the 3<sup>rd</sup> floor in 2018). The limiting factor is determining if we can find adequate new space for the total ‘footprint’ the larger locker banks will introduce. The quote given is for 30 cm wide lockers and the larger ones will increase the purchase price.

## **7. Requests**

### **a) Maintenance of the bikes for the Verkehrsschule**

Offer from Fahrrad Kuczka, Teltower Damm 76

This was the best offer. They will collect and deliver the bikes. Somebody can be at the school in 10 minutes, bikes could be returned for the next school hour. They have extra bikes that can be used if needed.

Brian Salzer had also said that he would be happy if we decided to give this to a neighboring business.

**Maintenance and (small) repairs per 15 bikes for 704,55 Euro for one year**

*unanimous*

### **b) Holocaust Remembrance Day**

The Verein and the school (9th grade history department) invites a Holocaust survivor. The whole 9th grade attends. This is during lunch hour, so some snacks should be offered. Besides this the request is for flowers and to pay for the taxi for the speakers. Verein members will be invited. This is limited to 40 people.



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This year's speaker is Franz Michalski. It is one 30th January, starts at 12:15.

**250 Euro**

*10 yes*

**c) Ideas Club request for financial aid to invite a speaker**

The Ideas Club is for 8-12th grade. This club publishes 4 times a year a journal, which is done by the student body. Their request is for financial support to invite Casey Gerald as a speaker. His book is in the library. Usually his speaking fee is 20.000 Dollars, he will come for 2.000 to us and do it within a European tour. Brian Salzer strongly supports this request. The Trust Fund has pledged to give 1.000 Euro. Casey Gerald will speak to the Ideas Club and maybe some 8th graders, but he wants to speak to a smaller audience.

The Verein is asked for the other half or any amount

**1.000 Euro**

*deferred to be decided e-mail vote*

**d) Herr Martens: Drama department**

They want financial support for the German Grundkurs Theater DS for their play "Einheit? Zweiheit? Vielheit?"

Brian Salzer also asks us to support this request, since there is no budget for the drama projects.

**600 Euro**

*10 yes*

**e) 6th Grade yearbooks**

The Verein has received a donation and with it came the request, if we could support the 6th grade yearbooks with this amount. It was clearly communicated that a donation to the Verein cannot be tied to a direct purpose. Traditionally the 6th grade yearbook and dance was always funded directly through the 6th grade parents.

**1.500 Euro**

*10 no*

Tracey will explain this decision to the donor.

Maybe the Verein can donate regularly a small sum to big school events (6th grade dance/yearbook/bridging ceremony, homecoming dance, Abi ball).



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## 8. Miscellaneous

Odyssey of the Mind German Finals will happen at JFKS: March 7; we could invite the larger JFKS community;

We need new volunteers for the school shop!

A working committee will be formed for First Aid courses for the Sports Clubs (Lia/Vanessa/Nelly)

Tracey shows the invitation for the thank you reception; the committee should come up with more ideas and Tracey will forward them to Jason

Meeting adjourned at 20:28