

Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.



Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule
Teltower Damm 87-93 • 14167 Berlin

Minutes of The Verein Meeting

Monday, November 20, 2017 at: John-F. Kennedy-School, Teltower Damm 87-93, 1416,
Filmroom GR117

Present were:

Board: Wendy Rohrbacher, , Melissa Cattarius, Fionnuala Hoffmann, Tracey Tober, Vinh Pham-Beinold, Sabine Widmaier, Vanessa Hansen

Excused Board: Theresa Helou, Marion Patt, Klaus Hentges

Representing School Administration: Mr. Brian Salzer, HS American Principal.

Also present: Regine von Kleist, Buck Chisolm, Susan Brown, Nelly Heidbrink, Andreas Gleitze, Anja Hollmann

Meeting opened at 19:05 by chair Wendy Rohrbacher.

1.) Approval of agenda

- Agenda is amended and approved.

2.) Approval of minutes - of meeting October 25, 2017

- Minutes approved.

3) Principal's Notes – Mr. Brian Salzer.

- Thank you for the Verein's support for the Lockdown Drill which went well.
- Email List should be now up-to-date. Beth Coffey or Andrea Robertson best to contact if changes need to be made.
- Employee of the month idea has been dropped. Student of the month will go forward. 1 student from 7/8, 1 from 9/10 and 1 from 11/12 grades. 105€ for the entire school year Nov-June. Based on the 4 pillars of JFKS mission statement. Students will receive 5€ for the School Shop and a certificate. Will start immediately in November.
- Alarm System Contract. Verein pays the insurance to cover this until JFKS will be under the Senat. How long this transition will take we don't know and if the Senat will take over this cost is unknown. The Verein will continue to pay this until we know more. Mr. Salzer will see about transferring this cost elsewhere earlier.

4.) Projects:

- **Spooktacular.** Tracey. 747 tickets sold. 997€ profit comes to the Verein. 20 Security Guards volunteered & hopefully they will volunteer again for Fun Day next year.

Society of Parents & Friends of the John F. Kennedy School e.V. - Verein der Eltern und Freunde der JFKS zu Berlin e.V.
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- **Membership Drive.** Buck. He needs to talk to the Webmeister. Form to signup needs to be updated so everything is clear and simple. Link for Join-the-Verein. Need a unique email address for Andreas to receive online membership forms separately. Take off pdf and add hotlink is Buck's suggestion. He will try and see Alexandra Reece in the next week. Hopefully feedback at next meeting.
- **Verein Logo.** Sabine made printouts of last logos, current and possible new ones. She feels families don't really want to pay for 2 organisations (Friendship Center and Verein) and we'd possibly need something like our HS locker system for the ES so parents would feel more need to join the Verein. Buck will talk to Andreas about a possible 1 fee instead of 2 fees according to number of children in the family. Wendy sent out a letter to all parents EC-3 grades about the Verein to help get more families to join the Verein.
- **School Shop.** Melissa. New items. Need 1-2 new people to help on team. Longer opening hours for Thanksgiving sale and Nikolaus Tag sale. Will sell at PC meeting next week and at ES Concert Evening. VAT Tax return for the shop is with the accountant and all looks fine so far.
- **Thank You Reception.** Teachers would like to have it from 3-6pm with cake/coffee/prosecco which is a better time for them. Secretaries said older students could help look after small kids in the Filmroom during the reception. Should it be cancelled? Should it be moved to spring and have it on the deck? It will be moved to Spring. Vinh, Tracey, Vanessa and Theresa will organise. March or April.
- **December Meeting/Holiday Meeting.** December 13 at Melissa's house @ 19:00. Potluck for sides and desserts brought by members. Sausages (veg and nonveg) and drinks provided by The Verein. Melissa and Vanessa will make soups.

5.) Requests

- Vanessa for Odyssey of the Mind China has invited JFKS to come March 2018. Last time JFKS was invited was 11 yrs ago. Mr. Salzer has approved the trip. They are asking 200€ per child for the trip from the Verein. 1-2 teams go to China, 1-2 teams go to China. The Team will present their skit which they do in China, write an article to thank the Verein. Vote yes 7, no 0.

6.) Miscellaneous

- Johannes Lück repaid money loaned to the event last year.
- Ehrenamtpauschale. Andreas' wife who helps also with the accounting work which is a lot of work. Vote: yes 7, no 0.
- Alarm System Insurance Contract. Verein will continue to cover that. Look above.
- Decorating for Christmas and Hannukah – Tracey and Theresa and maybe Alexandra Reece. Tuesday morning Nov. 28. Tracey to send message to supporting members asking for help.
- Haus Reil invitation. Friday, Dec 15. 2:30-5pm. Holiday Party. Supporting members need to see the invitation.
- Student of the Month. Will Verein Support 105€ for gift vouchers for the School Shop 6 yes, 1 no. Vote approved.
- Sabine will make the Christmas card for the Verein.

Meeting ends at 20:23.