

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

Wednesday, January 24 2018 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, Vanessa Hansen, Theresa Helou, Marion Patt, Klaus Hentges

Excused Board: Sabine Widmaier

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

Also present: Buck Chisolm, Andreas Gleitze, Fionnuala Hoffmann, R. Chr. , Katrin Lührs,
Juliet Reichert, Clara Maxwell, Kristin Winkler, Jacqui Bespolka, Kimberley Schneidereit

Meeting opened at 19:06 by chair Wendy Rohrbacher.

1.) Approval of agenda

- Agenda is amended and approved.

2.) Approval of minutes - of meeting November 20, 2017

- Minutes approved

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

- Thanks us for our support. Asks about the timeline for the awning project.
- Recruitment process update. The next 3 wks. 6 ES teachers will be hired & ES vice principal position, Salzer and Cortinas going on recruitment trip. Only 2 HS teachers leaving and need to be replaced. HS is fully staffed, but ES not fully staffed bc Ohlendorf is leaving and he's looking for parent support. Fiona asked if the timing of this trip is too late bc this fair is the last one. Salzer says they review applications already early in the school year and they make appointments with JFK then for this Jan/Feb trip. 145 candidates interviewing for these JFKS jobs. 11 candidates for the admin position.
- Lockers on 3rd floor update he supports.
- High tech Media lab is an interest for the future and hopes to have Verein support for this. Est. bid at current moment is approx.. 60,000€.
- Berlin Bear will be installed Monday Feb 5. Feb 12th , the first day back after winter break and he asks if the Verein would like to plan an opening for this.
- Student Lounge. Students have organized well and have made it very nice.
- Teachers. Basket breakfast for the teachers when they turn in their grades for the semester. 4 dates. Would the Verein like to organize this. Hr. Wiechert will give us the dates.

- Herr Werner. Guy of all trades who helps the school in many ways, his mini job will no longer be supported by the Trust Fund. Trust gave him until July 2018. JFK wants to keep him. Salzer's asking how the Verein could help support him so the school can keep Hr. Werner on. Vanessa asked how the move to the Senat would affect the Trust Fund – it shouldn't.
- Admissions officer for the school wished for from JFK to the Senat.

4.) Projects:

- School Shop new hours & spring items – Melissa Cattarius. The School Shop will offer additional new hours every last Wednesday morning of each month from 7:45-8:30. The Shop will have new colourful t-shirts for the spring and a few other new items such as felt key chain. (idea with area to write a name on it by Theresa)
- Verein Facebook Page – Melissa Cattarius. Shall the Verein have a FB page? Overall feeling is no. The JFKS Parents FB page is enough, or should use that, otherwise it's too many different FB pages for parents to keep up with.
- Update Verein sponsored security
- Marquise Update – Kimberley Schneidereit. The district says yes, we can do this. She is getting more offers and reupdated offers, electrician offers, etc... Project is moving forward. Approx. finish date April/May hopefully. She'll know more next week. Wood Terrace: loose wood slats need to be replaced. 5 year guarantee so this can be repaired without cost. The tree is an issue. If the tree is removed have to make hole around tree larger and redo. Tree removal will have to be paid for by Verein, she's getting quotes for that. Game board tables: getting quotes.
- Membership Drive & defining new fee, Verein Website update
 - Buck- submitted information about website challenges such as:
 - url website link does not exist anymore
 - info not up to date
 - can't find our current verein website doing google searches, only school website
 - Suggestion: remove all pdf of application, use a hot link to a membership application on current site, Katja can make these changes
 - Suggestion-need money appropriated for the website, enroll online, automated thank you reply, possibility of online transfer, data is captured and Verein can follow up

Side Note: The EXCO committee proposes to change Verein fee to one flat fee -80 euros- there has been no change in the last 10 years (62 euros/80 euros mult kids) Flat fee is easier for accounting and budgeting purposes. Suggestion for a "Family Fee." Majority vote yes. Kimberley was against it. Discussion about name recognition Verein being too generic was tabled.

- Parent Newsletter & Verein Pages – Jacqui
 1. Thanked verein for supporting the PNL
 2. Found a new printer, cheaper printing for both black/white and colored PNLs
 3. Subscription – possibility to have them mailed
 4. Propose use the PNL as PR for the Verein, offer 1-2 pages for Verein purposes
 5. More reporting about past and current events vs future events
 6. Going electronic

7. Request - 300 printed copies for the start of the school Orientation, Info Fair and Entrance Class plus 300 for the rest of the year -total 600 copies. Budget estimation is around 858 euros for the entire year. Vote: 900euros annual budget. Approved.
- Thank you Reception Date – Tracy: either April 13th or April 20th – depends on Garden Day
 - Fun Day date – Wendy Rohrbacher. Fun Day date discussion pushed to new board.

5.) Requests

- Lacrosse Team – Mr. Baildon - 2 BBQs – no budget. Without calculation, 200 euros. If more, than he needs to send in budget.
- Holocaust Talk and Reception- 250 euros. Approved.
- Dr. Curtis –2 Syrian guest musicians – 100 euro honorarium. Approved.

6.) Miscellaneous

- Spooktacular – Kimberley Schneidereit. Spooktacular money is in
- Muckraker – Student of the Month article. Muckraker Verein update in next newsletter
- Verein info board will be updated by Theresa
- Student Lounge – Clara Student Lounge Committee Update - Clara Maxwell. Bake sales, student contribution – 800 euros – buy new coaches, tables, coffee machine. Cleaned on a weekly basis by students. Request: 1500 euros for coaches, coffee/tea budget, vacuum cleaner budget. Suggestion: look at other stores such as Roller. Must be new because of fire hazard. Trying to get more 11th graders on board. Current seniors. Maximum 30 students at a time. 50 kids have paid. No key to lock it. Questions about continuity. Clara will submit request.
- Lockers- Kristin- take out old lockers, deep cleaning, installing new lockers in August. Offers are all around 10,000 euros. Fundraiser – old lockers.
- Lisa not present to discuss Facebook page.
- Flea market is 27th of May – fee 15 euros per table and cake.
- Mr Baildon is having bakesales to pay missing tshirts.