



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

Thursday, 26 April 2018

at: John-F. Kennedy-School, Teltower Damm 87-93, 14167, Filmroom GR117

Board Present: Tracey Tober, Katrin Lührs, Melissa Cattarius, Buck Chisolm, Theresa Helou, Vanessa Hansen, Nelly Heidbrink, Adrian Ludwig, Vinh Pham-Beinhold, Karrie Riemer

Excused Board: Fionnuala Hoffmann

Representing School Administration: Mr. Salzer, HS American Principal & MD

Also present: Nora Beck, Greg Turner, Jacqui Bespolka, Anja Hollmann, Marion Patt, Kimberley Schneidereit, Kristen Winkler, Sabine Widmaier, Nadine Wersing, F. Borchardt, Julianne Hapke

Meeting opened at 19:05 by chair Tracey Tober.

1.) Approval of agenda

- Agenda is amended and approved.

2.) Approval of minutes - of meeting February 21, 2018

- Minutes approved.

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

- Security update for campus. District to Senate changeover going smoothly.
 - Electronic outside door locks – lock key cards. All inside doors need to have locks changed first. (1350 doors)

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Fax 030-90299-6377, www.theverein.de, email: info@theverein.de President: Tracey Tober, Vice President: Katrin Lührs, Treasurer: Buck Chisolm, Secretary: Melissa Cattarius **Bankverbindung: JFKS Verein, DKB, IBAN: DE73 1203 0000 1020 1856 49, BIC/SWIFT: BYLADEM1001**

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- Access control of campus – supervision at gates in morning continued (teachers & principals), 3 campus security aids will be added. At 8am when school starts security will stay at gates until 4pm. Temporary security booth will be at main gate. Is this necessary(?) was asked – Embassy receives more information than we do, so they want more protection at school even though only 30 embassy children at JFKS.
- Increasing fencing a future project. ID cards not yet. 41 Mil € renovation article in newspaper – Mr. Salzer has heard nothing about this.
- Locker Committee. Installation in summer. Thanks to Kristin and Buck.
- Campus beautification. Front basketball court. One hoop is broken & needs to be replaced, back basketball court also needs new hoops which are broken. If Verein would like a project, this would be a good one.
- Trust Fund helps new American teachers with 200€ for a German course. Teachers would like to know if Verein would support a second German course which Trust Fund does not cover.
- Media Lab, high end. Formal proposal coming in the fall. (60,000€ will cost total)
- ES approved as policy through ED that the 6th graders will have access to email. 6th grade teachers will, thus, be able to access more too. Next year 5th grade students and teachers will also gain access. Teachers want to use more technology in the classroom. Proposal from teachers: Chrome book & card 9609€ total. They will ask for Verein support. Hoping for Fall 2018.
- People who understand what the Verein does are those who receive help through requests. He is asking we could make a report with everything we have done in the school year – projects, fundraisers, how much raised and spent on the school so school community is more aware. More PR for our Verein.
- Question about Trust Fund diminishing dramatically – is this permanent? Number of Embassy children shifts (37 children for next year), budget drops because of fewer embassy children or rises with more children.

4.) Projects

- **Awning/Half bench/Wave benches – Kimberley Schneidereit.**
 - Awning almost complete, electrician not finished. Hausmeister says in a few days it should be finished.

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- Half round bench needs to be created to complete the circle – will be installed May 8.
- Wave benches where Bear now is will be reinstalled outside close to Small Aula where 3 game tables will be. End of June this should be installed.
- Deck needs to be repaired & a cut out around tree needs to be completed, but the company doesn't respond.
- **Fun Day- Theresa Helou.** Next Wed 8am May 2 in ES teacher's lounge first meeting. Email will be sent out by Tracey.
- **Website Update – Buck Chisolm.** Katja has updated school website. Link straight to Verein page. Verein membership page needs to be updated so sign up is automatic. SEPA needs to work – goal is 99%. A blended membership fee needs to be discussed bc is there's going to be a change - we wait until we know what the fee will be. Kimberley says we decided already to charge one fee of 80€ /family. Buck feels we need to look at our data to determine if the 80€ is appropriate or too much. This needs to be voted on in an extraordinary meeting with all Verein members invited.
 - Membership drive. Tshirt for EC class kids only when the family joins the Verein – printed with 'Class of xxxx'.
 - ES Planner as part of membership drive to encourage non members to join. 3-6th graders. Jacqui discussed content with teachers and Mr. Cortinas. 4-6€ cost estimate. Jacqui wants to give one to every member of Verein and to those joining. Buck suggests having a Membership Committee to gather information, report, plan tshirts – planners – etc... Need break down of number of members and each grade.
 - Coffee mornings. Nelly will organise these. Once a month.
 - May 25 German, June 1 American Orientation Days – need someone from the Verein to speak there. Nelly Heidbrink & Anja Hollmann will help. 9-10:15am.
- **Supply Kits – Anja Hollmann.** She would take this over if Verein decides to continue it. If no need for it and teachers don't want it she will not. She would do this for entire ES (EC – 6th grade). Could also use this as a fundraiser. Theresa Helou and Katrin Lühns would help. Huge amount of work. Nelly raised the point that this is a ritual for the children in getting ready for the school year and the teachers may not want this. Tracey will ask the teachers when she distributes the class money if there is interest. Could use this as a fundraiser since this would be enormous amount of

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work. Do we want to spoil the families more?

5.) Requests

- Lernwerkstatt - Nadine. Workshop August 2018. Already has 15 registrations, need 25 total. Script needs to be funded, food & water for children who attend as well, this is what she is requesting money for. This is not covered by the fees the parents pay. The project leader is flying in from Köln and needs the scripts to be printed here because of her travel. Vote. 1 For 7 Against 3 Abstain. Not approved.
- Drama Department. Herr Martens asking for 750€. May 31-June 1, performance for 11th grade. (500€ for musician who wrote the music and former JFK student, 250€ for electrician to rent equipment) This used to be paid for by the Trust Fund. 11 vote yes. Approved. PLEASE ADVERTISE IT!!!
- Hausmeister request for equipment form OBI Account. 1000€. Money doesn't come from the Verein, but from the OBI Account. Vote Yes 11. Approved.
- Diane Amman. Plants for HS from OBI account. 200€. Vote Yes 11. Approved.
- Locker Team Tshirts. 150€. Reused every year. Orientation Days, Locker days, branding for Verein so everyone knows Lockers belong to the Verein. Someone interested in buying some of the old lockers. He can offer a donation to Verein for the old Lockers. Vote 11 yes. Approved.
- Screenagers. Fionnuala(absent from meeting) says they cannot get the rights for free, Verein had already voted we would cover the fee if they couldn't get it for free. 650€.

6.) Miscellaneous

- Liz Göerlitz will take over Membership bookkeeping, Andreas Gleitze will continue to do rest of bookkeeping.
- Thank You reception – Tracey Tober. Was not well attended due to weather. Threw away majority of food. Teachers stayed a long time. Aula was too large, atmosphere not cohesive. Do we want to continue with this reception? Kimberley-Needs to be in Small Aula if we continue, grilling outside there. Theresa-Make it more for the teachers only, instead of for sponsors and parents, and have it directly after school.
- Traffic Committee-Nelly Heidbrink. State dragging their feet, no new news.
- Salzer's proposals. Chrome book laptops & card for total of 9609€. Earmark this for

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- fundraised money for Fun Day slogan (Theresa), what does the Senate have in store & should we not wait? (Marion Patt). Need a Treasurer's report to see if this is possible. Can ask Chrome if they will sponsor the laptops (Vinh).
- Need a volunteer to take over projects from Kimberley Schneidereit since she's leaving the school at the end of the school year.
 - Basketball hoops – Tracey will talk to C. Borchelt about this. Possible to take care of this internally.
 - Membership Committee– Buck and Jacqui
 - Freiwilligenpass – certificate given by state of Berlin if use have over 20 hrs of volunteer work. Can use certificate when applying to colleges. Need someone to take this over from Vanessa Lestingi. Adrian Ludwig & Anja Hollmann will take over.
 - In constitution it says on an email vote, we have 5 days to respond. Nelly wanted to remind voting members of this. We will try to limit email votes.

Meeting ends at 20:59.

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