



Verein der Eltern und Freunde  
Berlin

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

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, September 9, 2020

**Meeting started at 19:04**

### **Board present:**

Jacqueline Bespolka, Lynn Brinda, Buck Chisolm, Katrin Drakulic, Eva El-Alfy, Vanessa Hansen, Theresa Helou, Vinh Pham-Beinhold, Karrie Riemer, Lia Rigamonti

### **Board excused:**

John Mask (Theresa has John's proxy vote)

### **Also present:**

David Krupski, Kim Douglass, Lisa Ward, Bryan van Sweringen, Evan Mitchell, Joanna Kenziora, Holly McGee

### **1. Approval of Agenda**

Change to the agenda: Principal's Note from David Krupski, Acting American HS Principal

*unanimous*

### **2. Approval of Minutes of the last regular meeting before the AGM, February 19, 2020**

*unanimous*

### **3. Principal's Note - David Krupski**

#### HS Councilor

The school does not have a HS councilor at the moment. This is particularly bad for the 12th graders. The Verein organized a webinar for applications for colleges. This went very well, but also highlighted how much more help is needed here. Teresa Gebhardt, who was the HS councilor, moved to the US and is only able to continue part-time online. She will support the students with their AP registrations, PSAT and scheduling issues, but the school needs somebody onsite and also somebody to provide emotional support in person for the 10-12 grade students. The administration asks the Verein to pay for some months for a part-time/Minijob replacement. Hopefully next year the position will be filled again full-time.

#### Request: Air filters

There is a request for a high-end air filter for the music department, so that the students can safely sing and play their instruments. The music department has done extensive research and has convinced the administration to have singing lessons



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continue once the air filters are installed and up and running.

Request: Masks for secretaries

The secretaries have to handle students that vomit and are contagious, therefore they are requesting FFP 5 washable masks.

Request: Hand sanitizer

Plexiglas has been installed for the library, this was paid by the state department, also hand sanitizer movables have been paid for with this grand. The administration now requests the hand sanitizer itself from the Verein.

*- Buck mentions that the Verein donated hand sanitizer before the summer and there is be some left, which can be used for this.*

Request: Financial support for the end-of-year faculty party

Usually there was a Thank-you reception for the teachers organized by the Verein in March and an End-of-year-party for the teachers and admin and staff organized by the school in June. The latter was usually sponsored by the trust fund. Now the trust fund will no longer be able to pay for the food. David Krupski asks the Verein to pick up the costs for this or to take this event for approx. 150 people over totally. Teachers have asked if this type of party can happen right after school, so they do not have to go home in between.

*- The Verein is happy to support the teachers. This will be discussed, but the immediate reaction is to take over the event and merge the two, the thank-you party and the end-of-year party.*

*The Verein also suggests to soon donate Dunkin' Donuts to the ES and HS teachers' lounges, if possible under the momentarily hygiene measures. We would also like to somehow involve the teachers and the students in the 60th anniversary festivities. We have some ideas.*

Request: lunch for BERMUN

During BERMUN the school used to provide lunch for the teachers. Could the Verein sponsor it this year? In the past the lunch was provided by "Brunch at School". The administration will hand in an official request for this.

#### **4. Report from the President - Vanessa Hansen**

Verkehrsschule bikes

To discuss and organize the maintenance and repair of the school's Verkehrsschule bikes we had a meeting with Travis Steel. We had received a report that some of the bikes are broken. The bikes will have to be repaired in a proper shop, and Buck and



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Eva will check with bike shops in the neighborhood, if it is economically sensible to repair. If not, Travis Steel is willing to help looking for other bikes.

We will now try to find a shop to do an inspection twice a year and repairs as needed. We need a bid for this.

At the moment we have 12-15 bikes and the bike shed is full. Lisa Ward suggests that, if more bikes are needed, we can also ask the community for bike donations. On November 10 there will be the first meeting with the police for the bike test.

#### Haus Reil renovations

Last year we talked about using Fun Day money for the renovation at Haus Reil, but now Fun Day is cancelled. Haus Reil is the counseling office and is in bad need of repair. We had a quote for new furniture, which was a bit expensive. Buck had found a company that donates used office furniture in very good state. We hope to get some of this furniture for Haus Reil and then buy the remaining new. It is also planned to paint the inside. Tamara Faber will come back to us.

#### JFKS 60th anniversary celebrations

Next Thursday is a closed celebration for the administration and selected guests from 15:00-17:00. Volunteers from the Verein will come at 14:00 to help. The Verein pays for the drinks and donates 60th anniversary mugs as gifts.

Jacqui suggest that we can maybe do something at the end of the school year to celebrate the 60th anniversary with balloons and music. Maybe we can do it by grade level or double grade level, like a combination of Fun Day and Fun Run. We should also reward the kids for their patience in this special year.

#### New Verein board

We had our AGM on June 4th, and elected a new president, the vice-president and treasurer were reelected and two new board members joined. The registration of the new president at the Notar has now been done, papers are signed and the new board is official:

#### Coffee mornings for new parents

The Verein had two coffee mornings at the beginning of the school year, which were well attended. We have a list of suggestions, which will be read out under miscellaneous. Jacqui will be the coordinator for this and will do a little PR for the Verein in the Parent Newsletter about what we do. Lynn Brinda asks how we as the Verein can reach out to the parent community, since this year Info Night was cancelled, and we cannot go to the parent nights, to let the parents know about the Verein and how they can get involved.

#### **Online votes**



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In between the meetings we had to have several on-line votes. The following things have been approved by the board to support our school and community:

College application webinar:

400 Dollars/350 Euros

Reimbursement for on-line teaching equipment for teachers:

135 Euro for Ms. Galloway for an Apple Pencil

98,18 Dollar for Ms. Day for middle school science material

100 Euro for Mr. Lang for headphones and other material for online history teaching

100 Euro for Mr. Blessman for teaching material

Refresh and overhaul work on our Verein website:

900 Euro

Graduation celebration of the class of 2020:

200 Euros for drinks, balloons, helium and banner

Support of the teachers' goodbye party on June 30th:

Un-used and left over drinks from the cancelled thank-you reception and 20 Euro additional costs

50 copies of the ES planner:

300 Euros to order additional ES planners

Rental vans for the new teachers to be picked up from the airport and help with the first days and the move:

original request 1.200 Euro

The Verein organized an equally good rental contract for 600 Euros

Support for 40 student volunteers on Orientation Day (August 14th):

100 Euro for pizza and drinks

Treasurer's stamp for audit books:

72 Euro

Book-keeping software StarMoney12 Deluxe:

74,90 Euro

Welcome back breakfast for teachers and staff:

200 Euros



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60th Anniversary Festivities:

- 200 Euro for the celebration on September 17 (We had already approved up to 6.000 Euros for the different celebratory activities and this is covered under this amount)
- 60th anniversary mugs from the school shop to be used as gifts for the celebration on September 17th
- paint and material to paint the piece from the Berlin Wall, which is on our school grounds (also covered with the already approved money for the 60th anniversary celebrations)
- 44,71 Euro for sheets of music

**5. Treasurer's Report – Buck Chisolm**

**a) Account balances as of 9 September 2020:**

<b>Sparkasse:</b>	<b>€85,094.69</b>
<b>PayPal:</b>	<b>€ 3,043.47</b>
<b>Totals:</b>	<b>€88,138.16</b>
<b>Total authorized expenses:</b>	<b>€900.00</b>
<b>Projected balance after planned outlays:</b>	<b>€87,238.16</b>

b) Uncollected dues 2019-2020 approximately €2,800.00.

c) SEPA-Mandate on 30 October 2020. Test of systems on 30 September with nine volunteer families.

d) Families not opting for SEPA will be notified by individualized email in early October to manually transfer fees.

e) Search for bookkeeper is underway.

b) Report on membership: Currently membership 747. Approximately 50 families on locker list need to join Verein. Estimate final membership to be about 775. Projected annual income: €54,149.00 based on 747 members.

**Report on lockers**

Lockers for the HS are being released to classes 08 to 12 this week and to the 7th



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grade and new students on 14/15 September. The Locker Committee (Kristen Winkler and Buck Chisolm) had to rearrange the locker assignments for basically the entire school.

- Classes for 07 and 08 are on the first floor but have been separated by a buffer of spare lockers.
- Classes 09 and 10 are on the 2<sup>nd</sup> floor but Kristen had to reverse the lockers completely from the normal assignments.
- Classes 11 and 12 are all on the 3<sup>rd</sup> floor. In order to fit this larger group into the existing lockers about 110 students were assigned to share lockers. These students volunteered and to show our appreciation for their selflessness these 55 pairs were given the top lockers of the brand-new lockers (wider, deeper and (on top) having more space.

The locker committee proposed advancing its previously announced two-year replacement cycle to be implemented/completed in summer 2021.

- July/August 2021 replacement of 216 lockers on 1st and 2<sup>nd</sup> floor of blue building. Projected replacement cost: €22,469.94.
- 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 35 cm wide

## 6. Requests

### Air Filters:

Music department requests air purifiers from Amazon, large volume, the replacement cycle for the filters is about 1,5 years. Even after the pandemic the usage could still be sensible. This would allow the choir and band to meet. Request from Nora Epping  
approx. 1.346 EUR  
*unanimous*

### Masks for the secretaries:

10 Washable FFP5 masks for the Secretaries



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72,36 EUR  
*unanimous*

### **Miscellaneous**

The parents of last year's 6b donated the left over money from their class fund, 386 Euro, to the Verein. Thank you so much! What a wonderful way to help our school!

The Executive committee of the Verein will set up a meeting with the ES and HS administration before the fall break to discuss how the Verein can help the school.

There is a new start to the initiative to install water dispensers/water fountains in the ES, HS, teachers' lounge and gym. It will be lead by Eva El-Alfy and Karrie Riemer, with support from Michel Faguet. The Berliner Wasserwerke, who have apparently helped install water dispensers in other schools, will be approached. Also the caterer "Brunch at School", who has installed the existing water dispenser in the cafeteria.

#### Ideas for initiatives from the coffee mornings:

- Senior yearbook club: find a teacher who takes this on and purchase a yearbook software.
- continue the graduation/garden signs
- idea that the Verein donates t-shirts or sweatshirts for the graduating class
- Halloween: idea to have parent volunteers in costume hand out candy for Halloween. If not possible, maybe the teachers can hand out the candy, or we prepare little pre-packed bags.
- start a robotics club and get a 3D printer for the HS
- lunch hour chess club in the HS
- getting the bathrooms close to the aula painted. Maybe we can ask the Malermeisterschüler, who painted Haus Reil some years ago and who gave us a good price, to also do this for the bathrooms, while we wait for the Senate to fund a complete renovation of the bathrooms

#### Suggestion to lower the membership fee (by Eva El-Alfy and Buck Chisolm):

Fun Day used to be a loss, but last time we made money. Also Fun Run brought in 30.000, Spooktacular and Flee market are coming under the Verein umbrella. With the membership database cleaned up and all membership fees collected, we make much more money through our fees than anticipated two years ago. We will accumulated a lot of money and in the long run we will run into problems with the Finanzamt, since we cannot have too much money left without spending it. The membership fee is 75 Euro per year per family at the moment and could be lowered to 70 or 65 Euro, with still providing us with a lot of money to do good things for the school.

This could only be decided at the next AGM, but a discussion should be started.

Several board members stressed that they think that we should find good and big projects on which we could spend our money to help the school. Ideas are:



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- we could buy more Chrome books
- hire an IT person on Minijob basis. The administration has already started to discuss the possibilities of funding a mini-job to provide IT support in the HS
- maybe powerful air filters would be needed for the hallways, since in some there is a moldy smell. Also homerooms would probably benefit from air purifiers. We should see how the air filters for the music department work and maybe it will be sensible to buy them for every homeroom.
- pay for a Minijob for a HS councilor

**Meeting adjourned: 20:38**

**Next meeting will be October 7**