



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**  
**Thursday, June 24th, 2021**  
**on Zoom**

**Present:** Jacqui Bespolka, Katrin Drakulic, Buck Chisolm, Lia Rigamonti, Kim Douglas, Theresa Helou, John Mask, Alexandra Reece, Nelly Heidbrink, David Krupski, Jennifer Pedüssel Wu

**Excused:** Eva El-Alfy (Lia has proxy), Shannon Callahan (Jacqui has proxy), Vinh Pham-Beinhold (Jacqui has proxy), Kasia Kedziora

**Meeting started: 19:06**

**1. Approval of Agenda**

*9 yes*  
*2 abstention*

**2. Approval of Minutes of the last meeting**

*9 yes*  
*2 abstention*

**3. Note from David Krupski**

- a. Thank you to the Verein for all the support through a tough year.
- b. Furniture Request for Haus Reil  
Finally we have an updated offer from the company for furniture. There was money set aside by the Verein that was unable to be utilized due to delays. We (the school) would appreciate any support the Verein can give, whether a portion or the full amount.
- c. Thank you to the Verein for the farewell gifts and ceremony.
- d. We have decided to look elsewhere for the IT Support person (James Raygor). We understand and support the decision made by the Verein.
- e. Question: What happened in the situation with the Chemistry books?  
Answer: Throw-away books were chosen. There were some free books given by the publisher, and Chris Weiss passed these on to some students via a raffle. The remaining students were asked to purchase their chemistry books. There was some inequity in this situation. When the Lernmittelfond comes back it



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

will support the funding for books and prevent this situation in the future.

#### 4. Report from the President - Jacqui Bespolka

a. Bike Repairs

There has been a little hiccup in the part order. Travis Steele identified the wheels which were ordered were incorrect. The tube liners were incorrect. Situation is being corrected.

b. Teachers' year end gifts

Number of teachers keeps changing. Hopefully numbers are correct. 9 HS teachers leaving, 10 ES teachers leaving. Yearbooks being funded by Verein for each HS teacher, and Bags for each departing ES teacher.

c. Flyers

*(Orientation Day Flyer presented to meeting participants)* Numbers need to be confirmed. Students pictured on flyer must be confirmed as willing to have their picture printed. Picture was taken from Parent Newsletter – therefore safe to assume that clearance for use of children's images has been achieved.

d. Thank You cards

*(Thank You cards presented to meeting participants)*

e. Gifts for Lynn Brinda and Jennifer Pedussel

f. Mini-job contract

This point was discussed by David Krupski. The request to fund a mini-job contract has been retracted.

g. Parent Newsletter

Person responsible for providing support with layout of parent Newsletter can no longer support this task. There will likely be no Parent Newsletter in future unless a person is found willing to volunteer.

h. Future Meeting dates for School Year 2021/2022:

All meetings at 1900 and in the Film Room unless otherwise noted.

i. August 18th (Alternatively 25th – this is the first week of school)

ii. September 22nd

iii. October 27th



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

- iv. November 17th
- v. December 15th (end of semester – may be held off campus)
- vi. January 12th
- vii. February 16th
- viii. March 23rd (AGM)
- ix. April 27th
- x. May 18th
- xi. June 22nd (end of semester – may be held off campus)

## 5. Report from the Treasurer – Buck Chisolm

### a) Account balances as of 23 June 2021:

Sparkasse:	€ 81,782.65
PayPal:	€ 3,043.47
Totals:	€ 84,826.12
Total authorized expenses:	€35,932.59
Projected balance after planned outlays:	€48,893.53

- Uncollected dues 2020-2021 €8,875.00. (117 members)
- Report on membership: Currently membership 733
- Msg to families with no apparent remaining children at JFK going out to verify we can change their status to Abgang.

### b) Tagesspiegel Subscription / Magazine subscriptions

Michale K. (HS Library) advises that this paper is not much used. Motion from Buck C. that we no longer fund this item raised and discussed at the previous Verein meeting. Buck motioned that the Verein should cancel the existing subscription to the Tagesspiegel.

Buck C. is investigating some long-term reoccurring bills for magazines (Geo and Art dept). It appears that this was funded in 1999 and investigations are underway



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

to see if since that time the Senat budget provides for such purchases.

If we can determine that the Senat is responsible for funding items such as this we get the HS to acknowledge responsibility and no longer fund. Buck will follow up on this point in the next Verein meeting.

#### **b) Report on lockers**

Committee on track to (a) empty lockers in June 29th, (b) professional clean on July 1st, (c) removal of 216 old lockers in July 1 & 2 and (d) installation of new lockers in early August.

At present, Orientation Day is for new students only. Approximately 30-35 in HS but committee will be on site to process this new families including Verein membership.

Locker committee making contingency plans for assignment of locker beginning 16 August. Because we may be constricted in the number of volunteers in the school it may be necessary to push most of this work back onto the HS Assistant (American) principal and the HR teachers.

#### **c) Letter from Sparkasse**

We have been advised that effective July 1<sup>st</sup> the average balance of our various accounts in excess of €100,000 will incur a special assessment of 0.5% pa. This will add to our administrative costs and was not budgeted for.

Buck requests a volunteer from the Board (fluent in German) to contact the bank for an explanation of how this interest will be calculated. Katrin Drakulic volunteered and will reach out to the bank.

### **6. Requests**

#### **a. Faculty Farewell Event (approved)**

Event funding was for less than €100 and was approved by the EXCO in order to expedite the request approval.

#### **b. Teachers' year end gifts**

Year Books and College bags for departing teachers. 13 bags and 9 yearbooks. PCB will be supporting 50% of costs. Parent Council Board has already paid a portion. Total cost for bags (ES) is €199. Year book (HS) total costs will be



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

€150. With the PCB supporting half the costs, the total amount requested from the Verein is €175.

*10 yes*

*1 abstentions*

c. Teacher Orientation Funding

This is typically an annual request. Steven Lee has requested €800 for maps, incidentals, food, and money to ensure a smooth orientation day.

*10 yes*

*1 abstentions*

d. Orientation Rental Vehicle

Steven Lee has requested a vehicle for 5 days at a cost of €800. Last year the request was for €1200 for a two-week rental. Years ago, a generous family provided a free rental for Orientation week. This is no longer available. Last year the Verein made an exception due to the corona-related travel restrictions and offered €600 for a rental vehicle. This request was not intended to be made again, and furthermore costs should not fall completely to the Verein to fund it. The exception made last year for the Verein to support the rental vehicle was based on corona-related travel restrictions which do not exist this year. The Verein Board recommends that the request be resubmitted and that further justification be provided, including evidence that there is no other source to fund this need.

*1 yes*

*9 no*

*1 abstentions*

e. Design Work by Jason Ablang

All the great work that Jason did with the Verein for things like yards signs and other designs. He ended his payment arrangement a short time ago. We still appreciate his work and so we have requested an invoice from him in order to ensure he is fairly compensated. The total amount is just under €300. With an invoice for the work, we have accountability for his work via the invoice.

*10 yes*

*1 abstentions*

f. Haus Reil Furniture Request (David Krupski)



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

We have received two previous requests. None have been voted on. The Board set aside €10k for Haus Reil during a financial prioritization planning meeting last fall, as a means to earmark funding desires within the Board meeting when we were faced with a large amount to spend but were experiencing lower costs during the pandemic (no event costs). The Verein raised about €16k during December. This was a positive result which helps now to offset the €9k the Verein is currently missing from unpaid membership dues. Haus Reil Furniture was one of three top priorities of the Board in the fall when discussing how to utilize the money we have while our costs are low but also knowing the funding for the Verein will not likely return anytime soon. There was €10k set aside at that time. Now the request is for €14k+. The request includes items which are for the counselors and not something which directly impacts the students. The request was not communicated fairly to the Verein. There is also money available from the Senat, which would be unutilized should this request be funded through the Verein. The requested amount has changed over the last year due to improvements to the items requested. Amidst all the discussion points, many board members felt this was a worthwhile investment for an area of campus which is substandard. Additionally, several felt the investment in supporting counselor facilities on campus is appropriate given the mental and social challenges of the last year with the corona-related lockdown and pandemic. The exact amount of the request is €14.445,29 (including Mehrwertsteuer).

*9 yes*

*1 no*

*1 abstentions*

Note 1: Buck, who voted against, would like it to be on the record that he is in support of €7.535 for the items which are directly impacting the well-being of students, and does not support the items which are for the counselors. Buck adds that there is funding available from the Senat which can cover the costs of more basic and also adequate furniture.

g. AP Chemistry Book funding

Request is for reimbursement of costs incurred by students who have paid for their AP Chemistry workbooks, costing 29 Euros each. The Chemistry department, trust fund, and administration all declined to support the costs for the students. Some students received the books for free based on winning a raffle, while others had to pay. Those who won a raffle received free books. The total cost for the books is €300. If the Verein pays for just the seniors, who paid for two books, then this results in a fair resolution. The total amount requested from the Verein is €150.



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

Suggestion: Parents should submit invoices for the books, and the Verein can reimburse those costs. The Verein would like to ensure that this does not occur again. Further discussion of prevention measures is necessary.

*10 yes*

*1 abstention*

## **7. Miscellaneous**

- a. The 6th Grade Dance committee sends their gratitude to the Verein for all the equipment which made the 6th grade dance a success.
- b. Motion was made by Buck C. that the Verein should terminate the current Tagesspiegel subscription as it is no longer being used as expected.

*7 yes*

*4 abstentions*

**Meeting adjourned: 20:37**