



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

Wednesday, January 12th, 2022

via Zoom Call

Board Members Present: Jacqui Bespolka, Lia Rigamonti, John Mask, Kasia Esteves, Eva El-Alfy, Vinh Pham-Beinhold, Kim Douglass, Theresa Helou, Katrin Drakulic, Shannon Callahan.

Board Members Excused: n.a.

Members Present: Lisa Ward, Krasimira Kulekova, Beth Coffey, Marianna Evenstein, Jennifer Pedussel Wu, Lynn Brinda, Hollis Vaughen, Stephanie D'Souza, Leslie Racanelli, Clemens Schmid.

Meeting started: 19:10

1. Approval of Agenda

*9 yes
1 abstention*

2. Approval of Minutes of the last meeting

*9 yes
1 abstention*

3. Report from the President - Jacqui Bespolka

a. Buck's sudden passing

With the help of Buck's family and the board members, we have managed to retrieve all the important Verein files, and I'm happy to report that the Verein will continue to function in fulfilling our mission toward our students and school.

Our voting Board met on Monday evening and Kasia Estevez, our current Board member and bookkeeper has volunteered to be our Acting Treasurer in preparing year 2021 books for the Finanzamt. As some of you may know this



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

our big audit year (which occurs every 3 years) to retain our tax-free status. Many other board members have also stepped up to cover Buck's responsibilities until we vote in a new Treasurer at our next AGM on 23rd March. From the bottom of my heart, I thank you ALL!

b. Verein Assets

I am also happy to report that all of Verein belongings in the ES Teacher's-Lounge and Hausmeisterswohnung are now consolidated and stored in the cellar under the HS library. Thank you very much to Vinh for her help. Our next step will be to take inventory. For this the Board has agreed that it should be done on Saturday where most people are free to volunteer a few hours of their time.

c. Student Council

Clemens Schmid – One point: New soccer goals for the recess area for the ES. The structural committee of the Student Council already picked a soccer goal which they believe would be fit for purpose. SportsThema, 3x3, €650, and could be shipped within two weeks.

Theresa Helou: A request should be formally submitted to the Verein with a Teacher Sponsor to represent it. Ms Hale should be the correct person to help bring this request to the Verein Board.

d. Notes from the Administration (as relayed to the President)

The Administration wants to know whether the Verein is still functioning and can support the school. The answer is yes. We are fully functioning, and are in very good standing.

Spider Web: Is it likely too big of a request for the Verein to fund it entirely, and a fundraiser may not be possible.

Lynn Brinda: Can we get a quote? Is there an organization we can turn to for a donation? The structure was a huge memory for kids who have spent their entire childhood at the school. This is an important part of the JFKS outdoor offering.

Eva El-Alfy: This is a worthy cause, and this is happening at a time when social interaction and outdoor activities are desperately needed.

Theresa Helou: It is a social centerpiece and a worthy cause.

Shannon Callahan: The kids are asking when it will be fixed. The



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

structure is missed by the ES students.

Jennifer Pedussel Wu: An assessment should be completed to see what
a) the replacement cost would be and b) what would be the cost of a
comparable structure?

Clemens Schmid: We can do a general fundraiser. Another type of
structure may not be optimal. The Spider Web would be the best
structure for this area.

Jacqui Bespolka: Ok. We can go back to the Administration and say that
the Verein is ready to support a fundraiser for this specific project.

4. Report from the JFKS School Shop – Kim Douglass

- a. Last Wednesday an inventory was conducted. Clea will put all the information into Excel. A digital up-to-date spreadsheet will be able to record the current level of inventory as items are sold.
- b. .Cash earned in October and November was deposited. The total was around €2.500. The total from August until December is around €6.000. The shop has not ordered anything new in quite a while so this is a great result.

5. Requests

- a. Out of pocket Einschulung reimbursement. Principals are requesting funding for expenses already incurred.

JWu: Is there a petty cash fund for the administrators?

Lynn Brinda: Admin should make a list of what they need throughout the year, and then indicate what they don't have to get through the year.

Clemens: If there is not enough information about Verein, then please attend the Student Council meeting tomorrow, and as well the PCB meetings to advertise.

Beth Coffey: All first aid equipment is definitely covered. Coffee is also covered via an internal system.

Eva El-Alfy. We should revisit the „requests can only be approved if the money has not been spent yet“ rule. If we approve of funding something and



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

the applicant has all the proper receipts, handing in a request (like the one for the expenses for the Einschulung) afterwards are no problem. The only point is, that it is never guaranteed that we really do approve it.

0 yes
0 no

**No vote taken. More information about funding for Principals is required, and should be submitted in the form of an official request. Additionally, this request for reimbursement should be submitted as an official request. In the future – if requested by the administration – such a request could be made part of the Verein annual planned spending.*

b. A Wreath for Buck's Funeral

Buck's funeral will be next week. The president will attend and is requesting to present a wreath from the Verein for Buck's funeral. The total cost will not exceed €250.

9 yes
1 Abstention

c. Use of the Verein Sound System for Buck's Funeral

Would the Board allow our sound system to be used for Buck's funeral? This would go against our own policy that Verein equipment and spending are to be limited strictly to school-related functions.

10 yes
0 no

d. Graphic Design program to be used by Kim Douglass for €87 from March until October

9 yes
1 no

e. College Planning Talks are considerably funded by the Verein. The request is to ask to put the Verein on the marketing for the College Planning talks.

10 yes



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

0 no

6. Miscellaneous

- a. Shannon Callahan: Religion teachers said they would like to be included in the setting up of the holiday decorations. The magnets are separated and in Shannon's classroom. Shannon stated she is not speaking on behalf of all teachers, but for herself and her grade level. She expressed gratitude for the support from the the Verein, but stressed that teachers in her grade were appreciative of receiving useful gifts, ie. white board markers, rather than chocolates.

Jacqui Bespolka: Gifts were given to religious teachers. The gifts were all put into the mailboxes of the HS teachers.

Eva El-Alfy: The Christmas gifts should be discussed and agreed upon in September or October. Prior to Covid, teachers would come to pick up their gift from the shop and have a cup of Glühwein or punch, then leave. Lia and Kim spent a lot of time packing the gifts. This should be a less time-intensive activity. If the teachers come to pick up the gifts at the shop then no teachers will be left out.

Kim Douglass: Agree. Planning should happen sooner.

- b. Teacher Spending

Shannon Callahan: Teachers spend way too much of their own money on supplies for school. Perhaps the giving from the Verein in the future can be more focused on what the teachers need. If needed, this could be in place of the food and refreshments for Verein Coffee events.

Eva El-Alfy: The Verein does give class money to all the ES teachers - which is not something that is usually done at German schools. Additionally, teachers have the possibility to claim some of their expenses through their taxes.

Jacqui Bespolka: Please provide us with a survey of how much teachers are spending on their own for school supplies.

Meeting adjourned: 20:44