



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, February 16th, 2022

via Zoom Call

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

Board Members Excused: Katrin Drakulic (John has proxy), Kim Douglass (Jacqui has proxy).

Members Present: Alexandra Reece, Stephen Lee, Robert Erlbaum, Clemens Schmid, Belinda Abraham, LaTyia Rolle.

Meeting started: 19:05

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. Congratulations to Kasia and her newborn baby!
- b. Financial Books will be audited tomorrow; Kasia is done with the report to be submitted to the Finanzamt: we are looking good in meeting the deadline which is end of this February. Kasia, our Acting Treasurer trying to contact the Finanzamt to find out the maximum amount (or if we're allowed to) we can bring over to next school year due to this Covid pandemic and still retain our tax-free status. I believe we did that last year, to ensure that we can continue our mission and commitment to our students and school since it is still unclear when we are able to do any fundraising events on campus.



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- c. ES Teacher's Lounge pretty much done - furniture, plants and small appliances. The Board approved of €1.200, and the actual expense came up to €1.262,03. I need one more ExCo member to verbally approve the €62.03.

John Mask stated he provides that approval.

- d. The Verein is sponsoring a Tax Morning, together with parents Lynn Brinda and Jennifer Pèdusel, and Monique Luegger to learn about claiming your children as a dependent when they are in university, filing for your FAFSA, which receipts are required in order to use 529 funds, and more. This will be held next Wednesday, on 23 February.
- e. Finally, a reminder that our Annual General Meeting is fast approaching on 23rd March. The President, Vice President, and 3 Voting Board Member positions are up for election. Of course, we also need to vote for a new Treasurer and Bookkeeper.

- f. Student Council

Clemens Schmid – Student Council recently held a meeting. No major points of concern were raised.

The goals mentioned last time will no longer be of concern for a funding request.

Is it possible for off-campus events to rent the PA System/Loudspeakers from the Verein?

JB: Normally the Verein's policy is not to use this equipment off-campus; however, given the circumstances it might be possible if further details are clarified. Date, location, and a responsible person are a minimum

CS: This would be just for the 7th graders. It is envisioned to be similar to the 6th Grade Dance but on a smaller scale.

- g. Notes from the Administration - LaTayia Rolle

Congratulations, Kasia. Thank you all for having me in place of Erin tonight.

One of the pieces besides the Spider Web which is important to the ES children at school is the EC-2 Grade playground. We need funding for improvements there as well. The administration is all in favor of meeting with a small group of parents to get our staff and other parents involved in supporting a fundraiser for these playground items.

The staff loved the holiday gifts and really appreciate the awesome treat from the Verein. They also really appreciate the morning coffees and pastries which



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the Verein has provided in the past. Please do continue this wonderful practice.

The pandemic has made the supporting staff team in Haus Reil more needed now than ever. The administration is considering writing up a proposal to provide funding for our school to be a pilot school for a program to provide social and emotional help to students.

Entrance Class Shed in the playground which houses their equipment for recess. The shed is over 20 years old and becoming a safety hazard. Carolin Borschel has negotiated a price for a new one with Obi for a 15% discount for a replacement shed.

TH: Do we still have an account at Obi?

JB. We do not have an account at Obi anymore. The cost of the shed with a discount would be €3.041,38.

The Board will consider this request outside of the normal public board meeting cycle in order to potentially achieve the negotiated 15% discount.

4. Report from the Treasurer – Kasia Esteves

a) Cash Flow Report

a) Account balances as of 31 December 2021:

Sparkasse:	€ 80,462,66
PayPal:	€ 3,043.47
Totals:	€ 83,506.13
Total authorized expenses:	€23.327,04
Projected balance after planned outlays:	€68,314.09

b) Report on membership: Currently membership 756. Reminders have been sent.
Projected remaining membership fees for 2021-2020: €10,950.00.

b) Income Taxes – School Shop

a) 2020 accepted with €891 refund, received

b) 2021 prepared as a part of our 3-year income tax review

c) Nothing to report on school shop



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c) Income Taxes – Verein

- a) Our income tax return reports/inputs for years 2019 and 2020 are ready.
- b) Reports/inputs to TA for 2021 complete to 12/21
- c) Auditors starting tomorrow, submission next week
- d) We will probably have to prepare and submit a detailed list of big spend projects in first six-months 2022 as we will probably have a very large retained reserve.
- e) Re-approval of our tax-free status a part of this process.

5. Report from the JFKS School Shop – Kim Douglass

- a. Nothing to report this month.

6. Requests

- a. Dagmar Opitz – Request for Reimbursement of 3 gifts for Einschulung Volunteers. Total amount requested: €64.70.

10 Yes

0 Abstention

- b. Delia Simons – Request for funding of Thank You gift for Speaker/Partner for the course “Studium und Beruf”. Request is for €30 worth of School Shop items.

10 Yes

0 Abstention

- c. Patty Krüger – Request for funding of JFKS Innovation Award (3D-Printing Activity). Request amount is €300.

Not clear whether this should be an annual award.



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KD: If this should be reoccurring, perhaps we should make this award in remembrance of Buck. Perhaps a trophy with plaques of the winners of the award which would remain in the high school.

TH: Let the vote first be regarding the request and then we can establish the trophy later.

10 Yes
0 Abstention

- d. Thomas Sivertson – Request for additional funding for chess boards and clocks for the Chess Club. Total request amount is €100.

10 Yes
0 Abstention

- e. Stephen Lee – Request for Welcome Baskets for 8 incoming teachers. At €75 per basket, the total request amount is €600. This is a tradition which the JFKS teaching community is proud to continue.

10 Yes
0 Abstention

- f. Carolin Borschel – Request for funding of furniture for Haus Reil. This request is for the furniture for Alaina Mack’s office in Haus Reil. The request amount is based on the quote from VS Möbel of €4.450,92.

8 Yes
2 No

- g. Carolin Borschel – Request for additional funding of furniture for Haus Reil. This request is for six new hanging file cabinets to replace the old ones. “The old ones are all different in age and color and do not fit into the newly created Haus Reil anymore.” The request amount is based on the quote from OSZ Bautechnik €6.715,08.

9 of 10 board members propose to postpone this request until further notice. 1 board member votes against the request.

- h. Carolin Borschel – Request for funding of ES Locker cleaning. Request for cleaning of lockers for the Elementary School. Total cost of offer from Mietra is €1.927,80.



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TH: If there is damage, who is responsible for ensuring repairs are made: the Senat or the Verein?

JB: The Hausmeister has historically been responsible.

EE: Buck had mentioned that an alternative company who historically cleaned the HS lockers is not only less expensive but has also historically been very good.

TH: It does make sense to stick with the same company, especially when we are already working with them. Let's ask the other company for a quote.

9 out of 10 board members voted in favor of postponing the vote on this request until receiving a quote from the company the Verein works with for the HS lockers as a basis for comparison.

- i. Carolin Borschel – Request for a Biohort Gartenhaus. Total request amount is €3.150,00.

[NOTE: this vote took place via email immediately after the meeting.]

10 Yes

0 Abstention

7. Miscellaneous

- a. KD: The Administration should encourage teachers and staff who wish to provide gifts to guest speakers, other staff members, etc. to do so in the form of gifts from the school shop, which can then be funded through the Verein.

All board members support the suggestion.

- b. JM: The Verein should endeavor to provide cards, signs, or any other method to show the public which activities and items within the school have been funded by the Verein. This will provide the positive feedback loop to Verein Members about where their donations and membership fees go as well as create a positive awareness about all that the Verein does in support of the school and community.

All board members support the suggestion.



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- c. JM: Is there interest within the Verein to re-establish the JFKS Flea Market this spring?

All board members are in favor; however, this event requires someone to step up and lead it.

LR: There should be a small task force to run this.

EE: I will happily join as a supporting member of such a task force. To avoid problems of handling the cash on the event day, perhaps transfers could be made ahead of time to avoid having large amounts of cash on hand.

TH: Alex, can the scouts support by flipping burgers?

AR: Yes!

JB: One big challenge is whether the campus, as a venue, will be available to us. We should have an alternative venue available.

TH: As a community event, we need to avoid challenging issues such as security, insurance, etc. Having this event on campus avoids that. Also, typically we have held this in May so we only need to be careful to not conflict with the date of the Berlin bike race.

SC: The JFKS Flea Market could also be combined with the fundraising idea mentioned with regard to the playground needs of the school.

JB: We can contact Andrea Robertson for donating of items.

- d. TH: Can the Verein support a fundraiser in the form of a Read-a-thon?

Theresa Helou will make a proposal in the near future.

- e. CS: Can the Verein sponsor the purchase of magnetic erasers for the entire school?

JB: This is possible. Please submit a formal request for funding.

Meeting adjourned: 20:38