



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

Tuesday, January 17th, 2023

JFKS Aula

Board Members Present: Jacqui Bespolka, John Mask, Tanja Maka-Magill, Eva El-Alfy, Robert Erlbaum, Shannon Callahan, Lisa Ward, Kim Douglass, Theresa Helou.

Board Members Excused: Lia Rigamonti (Eva has proxy), Kasia Esteves (Jacqui has proxy), Vanessa Lestingi (Robert has proxy).

Members Present: Mark Fritzenschaft, Laura Martinez-Fonts, Clemens Schmid, Keyo Caspar, Lynn Brinda, Fionnoula Hofmann, Katy Williams, Sarah Martin, Anja Raygor.

Meeting started: 19:04

1. Approval of Agenda

9 yes
1 abstention

2. Approval of Minutes

a. November Minutes

9 yes
1 abstention

b. December Minutes

9 yes
1 abstention



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3. Note from the Administration – Mark Fritzenschaft

- a. Welcome to the new year!
- b. I witnessed my first MSA presentation and it was fantastic! All are encouraged to join. It is neat to see this performance task play out.
- c. “Ganz Tag” information will be provided tomorrow. A solid question and answer session is expected.
- d. We are currently in the process of bringing on a technology consultant to determine where we need to be in the future.

4. Note from the Student Council – Keyo Caspar

- a. Happy new year.
- b. Nothing important has been raised in SC at the moment which would be relevant for this meeting.

JB: Thank you for reaching out to the drama department about the sound system (reference to December meeting discussion). They came back to the Verein and said they need four microphones for about €3-4k.

5. Report from the President - Jacqui Bespolka

- a. I hope you had a lovely holiday and a good and healthy start into 2023!
- b. Before the break, The Verein sent out an email to all our members informing them to start registering on Tuurio. Unfortunately, not many have registered, so the plan is to send a reminder letter home with all students. The letter will be urging ALL families, current members or otherwise, to register as well as update their membership information. The letter will also be posted in the school’s February bulletin, FB, as well as notice boards on school campus. If you have any other suggestions to reach and encourage parents, please don’t hesitate to let us know.
- c. We have a save-the-date for the Flea Market, on 14th May. Lia Rigamonti will



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be heading this event again this year (thank you!), and will sent out details for registering soon. Please email Lia at fleamarket@theverein.com if you have any questions, and if have time to get involved with organising this event. It's a lot of fun, and I am sure Lia will appreciate any help she can get!

- d. We discussed at our last meeting that we will adhere and enforce our "2 weeks before the Verein meetings" deadlines for submitting requests. Rules were bent to accommodate requests during the pandemic, and now we need to get back on track, to allow us Board members sufficient time to carefully consider, manage and allocate Verein funds according to our constitution and by-laws.
- e. Lastly, the Verein had a team at the recent Trivia Night organised by ISTA, and we won! It was nice to see a note of appreciation to the Verein on the screen. This is our long term goal to show members that the Verein is a very integral part of our JFKS community.

LB: We should send a representative to the next PCB meeting with the Tuurio QR Code so that parent reps can sign up right on the spot and then share with their classes. When information comes from the parent reps it tends to get a faster reaction.



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6. Report from the Treasurer – Robert Erlbaum

- a) We have completed the books for 2022 and have finally found a tax advisor.
- b) Cash Flow Report
 - a) Account balances as of January 2023:

Authorized expenses:	
Website refresh	1.000,00 €
Tax advisor 2021	2.000,00 €
Tax advisor 2022	2.000,00 €
bookkeeping	500,00 €
Shop Einkauf	20.000,00 €
Sub-total:	25.500,00 €
Pending approval / request received	
Sub-total:	0,00 €
Earmarks awaiting formal proposal	
ES Teachers Quarterly money	2.165,00 €
Basketball Jerseys	800,00 €
Fortbildung Science in Leiden	550,00 €
Sub-total:	3.515,00 €
Proposed expenses: no formal request received	
TV/Screens for HS	50.000,00 €
Sub-total:	50.000,00 €
Proposed Sub-total:	29.015,00 €

b) Earmarked Funds

Near Term Outlays	
Authorized expenses:	6.000,00 €
Pending approval / request received	2.300,00 €
Earmarks awaiting formal proposal	3.000,00 €
Potential Outlays	
Proposed expenses: no formal request received	0,00 €
Total proposed spend:	0,00 €
Adjusted balance:	51.547,29 €
Projected income: membership 350 families	26.250,00 €
Projected balance:	77.797,29 €
Standing Free Reserve: Board approved	30.000,00 €



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7. Report from the JFKS School Shop – Kim Douglass

- a. It was a pretty good year last year. We made sales of €13.065 on the year.
- b. Lots of new merchandise is available. For example, we have fleece jackets arriving soon.
- c. Melissa Cattarius is leaving and Kim will be the sole volunteer who is available to run the shop. Our shop team has nearly dissolved. Please let anyone you know about our need for volunteers in the school shop.

8. Requests

- a. Sarah Martin – Request for music technology (Sound Trap) for all 6th grade students. Total amount requested: €55 x 12-month subscription for a total of €378.

12 Yes
0 No
0 Abstention

- b. Katy Williams – Request for support to attend a STEM training conference. Total amount requested: €550.

Note: Vote was post-poned in order to figure out the best handling of the tax deductibility of the funds provided to teachers for training. The Board is generally in favor of this request however this tax element must be clarified for this and future funding provisions.

- c. Carolin Borschel – Request for 40 mugs from the school shop to be given to partners involved with Haus Reil. Total amount requested: €276.

10 Yes
0 No
2 Abstention



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- d. Rainer Hoedt – Request for basketball team jerseys for school instruction..
Total amount requested: €900.

Note: Request will be sent back for clarification of costs and identification of other potential providers which may offer a lower price. This request would be fulfilled out of Hong Kong and therefore it is believed that a local provider would be at a price advantage.

- e. Myriah Day – Request for Care Corner in Haus Reil. Total amount requested:
€160.

12 Yes

9. Miscellaneous

- a. KD: Who publishes the school bulletin?

MF: School Admin puts that together.

Meeting adjourned: 20:46