



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, February 14<sup>th</sup>, 2023

JFKS Aula

**Board Members Present:** Jacqui Bespolka, Lia Rigamonti, Eva El-Alfy, Robert Erlbaum, Lisa Ward, Kim Douglass, Kasia Esteves.

**Board Members Excused:** John Mask (Lisa has proxy), Tanja Maka-Magill (Lisa has proxy), Shannon Callahan (Lisa has proxy), Vanessa Lestingi (Robert has proxy), Theresa Helou (Lia has proxy).

**Members Present:** Mark Fritzenschaft,

**Meeting started: 19:04**

### 1. Approval of Agenda

12 yes  
0 abstention  
0 no

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

3.

12 yes  
0 abstention  
0 no

### 4. Note from the Administration – Mark Fritzensch

School Report:

Update on the playground is that work should take place over the Easter break in April. They are hopeful to complete the entirety of the work during this time.

School lockers did not need to be cleaned this past summer due to limited use during the school year. This summer however, the administration would appreciate the Verein's ongoing commitment to aid in the cleaning of these lockers this summer

BERMUN2 starts next Thursday, staff workshop day as well.

Equity Movie Night on Monday February 27 at 16:00 in Large Aula.



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## 5. Note from the Student Council – (Name)

- a. Did not show up. No report.

## 6. Report from the President – Jacqui Bespolka

- a. Opening of House Reil "Coffee Morning" Spring (will get date soon).
- b. AGM (Annual General Meeting) - March 21st, 7pm.

### Open Positions:

Vice - President (Vanessa)

Secretary (John Mask)

4 Voting Members (Eva, Kasia, Kim, and Shannon)

- c. Vote on Policy regarding Funding for Teacher Professional Development

As mentioned at our last meeting. To the best of my knowledge (reading through the minutes), there is no evidence of support from the Verein in previous years for teacher's personal development. Our current Board, (in 2022) however has voted to fund the Glück Program, Fr Korda (3000€), Fr Feymandl (283€) and Maria Treu (130€).

The Trust Fund can support AM teachers (accommodation/hotel) because most AM teachers can only attend national workshops which are conducted in EN language. Senat supports DE teachers by conducting regional (local) workshops, and it's free for DE teachers. For national workshops, both AM/DE teachers usually have to absorb the cost unless they can get funding elsewhere, e.g Trust Fund or Verein.

What we have established is teachers can claim tax refund on these personal workshops, although it seems many need help on how to do so.

In my personal opinion, we cannot afford to continue funding such requests without discretion, even if we want to - we have 200 teachers!

My goal, as in Abiball tickets, is to set precedent, be consistent and fair (whenever possible).

Options: Fund or not fund?

If yes, how much? I would suggest setting a percentage. And Robert, as treasurer can advise how funding/payment should be done



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There is a motion to consider reimbursements for Teacher Professional Development.

Exhaust any other potential fundings i.e Senat, Trust Funds, and please state the reason(s) these funding sources cannot financially aid with the TPD. (This is in accordance with our policy when approving financial aid)

We do not consider “after thought” requests on TPD.

Voting Board’s discretion to financially aid 30%-50% of the TOTAL COST of the TPD (incl. transport and accommodation)

It help ease the burden on teachers, The Verein can make pre-payment if:

the teachers submits the registration form reflecting the total amount of the course and submits a copy of the receipts related to the course (i.e transport and accommodation).

A different request form for TPD should be developed, and with this clause added "Fortbildungskosten können steuerlich abgesetzt werden, allerdings nur Kosten, die Sie selbst gezahlt haben." " Alle Kosten, die Ihnen von anderer Seite – Schulverein, Trust Fund etc. – erstattet wurden, können Sie nicht in die Steuererklärung eintragen."

5 yes  
2 abstention  
5 no

The motion does not pass.

### c. Vote on Policy regarding Funding of Teacher Abiball Tickets

#### Abiball Tickets

The Board did not support any tickets for teachers last year - reason being the Abiball committee is doing fundraising, they can factor in the additional tickets they want for the amount of teachers they want to invite. It is also my understanding that the Verein in some years has supported a limited number of tickets for teachers, but I could not find records of that in the minutes on our website. I’ve come to a conclusion, over the years, each Board debated and reached their own conclusion. Last year The Verein declined to support teacher’s Abiball tickets, because the Abiball committee can/does fund-raising for their event. I would, however, like this Board to set a precedent and be consistent on this request.



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There is a motion to fund the Abiball tickets.

If yes, how many? My suggestion, no more than 2 teachers. (Tanja suggested (via email) similar amount of tickets for teachers, and for these 2 teachers to contribute 10€ each towards the tickets)

This vote has been accounted for at the meeting.

9 yes  
1 abstention  
2 no

The motion passes.

## **7. Report from the Treasurer – Robert Erlbaum**

- a. 2021 Tax Report is with the Tax Advisor
- b. 2022 Tax Report is with the Tax Advisor
- c. 2023, January Financial Report is done
- d. Turrio - only 50 people have signed up so far. The trust covers the Embassy families.
- e. Need to find a way to track families as they leave JFKS to take them off the Verein membership list.
- f. JFKS Store will be getting a "Point of Sale System" to track inventory.



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## 8. Report from the JFKS School Shop – Kim Douglass

- a. Have only had 2 volunteers sign up and need more volunteers, so will continue to recruit and advertise for help.
- b. would like to set a precedent for new board members moving forward: requirement for them to volunteer to help in the shop, events, inventory, receiving orders, etc. The store manager position serves a term of 2 years and must be a voting Board member.
- c. Kim will create a Job Description for Manager and volunteers and the different job opportunities.
- d. General Verein Volunteer List - add columns that indicate what they would like to do like school shop, events, planning, etc.

## 9. Requests

- a. Name of Requestor – Basketball Jerseys, 900 euro (APPROVED)  
10 yes  
0 abstention  
2 no
- b. Lataya Rolle, Teacher's Development Day, Feb 23, 2023 - Breakfast/Lunch, 2000 euro (APPROVED)  
12 yes  
0 abstention  
0 no
- c. Name of Requestor – 11th Grade Book Fair - Leipzig, 67 people, April, 2023 (DENIED)  
0 yes  
0 abstention  
12 no



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- d. 9th grade French Student Exchange visit to the Ballet, 42 students/4 teachers, 588 euro (APPROVED)

12 yes  
0 abstention  
0 no

- e. Flea Market -Funding request from the organizers of the Flea Market for printing flyers, new big plastic banners, BSR, Hausmeister, coffee/tea/daily grocery, and 'Event Staff 'T-Shirts. Total request is for an amount up to €2000.

12 yes  
0 abstention  
0 no

## 10. Miscellaneous

- a. Kasia will find out who manages the Embassy Fund at JFKS.
- b. Drama department sound and light system presentation and request for new equipment. They will submit a detailed funding proposal soon.

**Meeting adjourned: 20:14**