



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, April 18<sup>th</sup>, 2023**  
**JFKS Aula**

**Board Members Present:** Jacqui Bespolka, Lia Rigamonti, Tanja Maka-Magill, Robert Erlbaum, Simon Russell, Lisa Ward, Kim Douglass, Theresa Helou, Jean-Marie McKinney,

**Board Members Excused:** Eva El-Alfy (Lia has Proxy), John Mask (Theresa has proxy), Kasia Esteves (Jacqui has proxy)

**Members Present:** Mark Fritzenschaft, Wolfgang Hoffmann, Laura Martinez-Fonts (PCB Rep.), Clemens Schmidt, Keyo Casper (HS SC Rep.), Catherine Horlacher

**Meeting started: 19:06**

**1. Approval of Agenda**

*yes: Unanimous*

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

*yes: Unanimous*

Robert Erlbaum inquires where the signature page is, for the final draft submittal, in order to get the Notar to sign off on the AGM minutes for final submittal to the Finanzamt.

**3. Note from the Administration – Mark Fritzenschaft**

a. Relatively upbeat report regarding the excited Class of 2023 graduates, says they are grateful for support of Verein, and especially for support for the graduation celebrations. Says the HS is currently being audited for accreditation, and per Kim Douglas inquiry, that the audit is proceeding smoothly with no anticipated problems for reaccreditation.



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b. Robert Erlbaum inquires about the ES playground “Spiderweb”, and Mark responds the old web is gone, and new one is here in parts, and stored. Mark anticipates completion of installation by the beginning of the next school year, however cannot confirm. LaTyia Roll is in transition, and unable to attend, so Mark is speaking for her.

c. Mark also responds to Robert’s question regarding the water fountains being at the school, and not installed.

d. Robert inquires about the number of Promethium classroom presentation boards that the school will be receiving from the Government paid and what additional needs he would like Verein to assist with. Robert says all Boards should have arrived over the summer break last year. He is currently unable to answer that question, but will follow up with us. Jacqui comments that funding for this budget line item moved to the Senat, and Herr. Schutz told Jacqui that after the IT package that they are still short a few Promethium Boards, and may come to Verein for funding for additional boards for the High school. Robert says that the responsible party was supposed to request the funding this year. Mark acknowledges the situation.

e. Question about road access to front gate during the May 14 Flohmarkt, Mark unsure, claims completion in 4 weeks, but will need follow up

#### **4. Note from the Student Council – Keyo Caspar HSSC Rep & Former Rep Clemens Schmidt**

a. SC will call a constitutional convention, discusses the amendment process with Simon. nothing else to report, will stay in contact.

b. Lia asks if SC members are interested in volunteering at Flea Market, Keyo says he will inquire.



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## Report from the President – Jacqui Bespolka

Good Evening Everyone,

Welcome to our first Verein meeting with the newly elected Board of Directors. I would like to congratulate Tanja Maka-Magill, Simon Russell and Jean-Marie on their newly appointed positions on the Verein Board. It is vital for the Verein to attract and enlist new Board members to ensure the students, school and teachers continue to receive the financial support that goes above and beyond their needs while introducing fresh and new ideas. At the same time, I also want to acknowledge our predecessors who did the ground work paving the way and setting precedents for the each and every Board member. Board members like Theresa, Eva, John, Lia, Kim, Lisa and Kasia must be recognised for all their years volunteering and supporting all the good the Verein does. They are our anchor of invaluable knowledge and experience for which I am very grateful for. With that said, I am looking forward another great exciting year working with this wonderful group of people volunteers, and together move forward in strengthening the Verein's goal and mission in our community.

- In the next few weeks, the Verein will be busy planning and organising the Flea Market, set for Sunday, 14th May. This event is lead by Lia and Eva, so anyone who would like to volunteer for this event, please email them at [fleamarket@theverein.com](mailto:fleamarket@theverein.com)
- ES Planners is currently in its designing phase by Simon, and is expected to be ready for sale over the last couple of weeks before school ends, and again at the beginning of school. No pre-ordering is necessary, but we do have limited copies.
- This May is the deadline for ALL 6th Graders to register on Tuirio for their lockers. The Locker Committee, lead by Kristen Winkler, have to work together over the summer in this huge undertaking that NO HS student is left without a locker. Please help us help the Locker Committee by registering on Tuirio. One idea is to organize a Tuirio drive at the Flea Market.
- Lastly, we have received confirmation to hold yet another beloved community event this fall, Fun Day, on 23rd September. Theresa is leading this event and have kick-started the planning of this event. Again, all volunteers, please email [funday@theverein.com](mailto:funday@theverein.com) As soon as we have finalised the theme and poster design, we will make a proper announcement to the community.



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Page Break

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

- a. John Mask sent reminder emails to members with unpaid dues, and members are responding. Says the Board will need to review the membership roll, as still there are a number of outstanding dues to be paid, and some members have paid twice. John is the one who sent the list of members out of compliance, so we will need to check with him for who has and has not responded. We should know by the next meeting the status of membership dues. Simon comments that John told him that most members out of compliance have now responded by email.
- b. Lots of people have signed up online for the Flea Market, more than last year, Lia has been sent the list. Some people will also pay cash on site for have their booth, Lia says 6 customers paid cash last year.
- c. Verein has approximately 18K Euro in the bank, with more funding expected as the remaining members funds are deposited.
  
- d. Tanja inquires about Tuurio flyer that went to all children's classrooms, and if membership has increased. Jacque comments that there has not been a big increase in membership registrations. Robert comments that about 250 members are now registered thru Tuurio. Jacqui is hoping to get all of next years locker applicants to register thru Tuurio in May. says that is this does not happen, membership registrations will need to be done manually and on Tuurio. Simon proposes that at the Flea Market be used to incentivize membership registration thru Tuurio.

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

- a. Kim reports that she showed the new inventory from the school shop at the AGM.
- b. Requests volunteers for the school shop.
- c. Tanja asks if Tuurio can be used for volunteer coordination, and Robert says yes it is really easy.



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## 9. Requests

- a. Name of Requestor – Karrie Reimer request for teacher supply boxes.  
Total amount of request: 1.690,52

0 yes  
1 abstention  
11 no

- b. Katy Williams- Request for Mystery Science subscription renewal  
before April 30. Total cost of request is €1.395.

12 yes  
0 abstention  
0 no

- c. Tamara Faber – Teacher Appreciation week. Total cost €2.155.

11 yes  
1 abstention  
0 no

- d. Tajo Vetterick – Funding for 2 plane tickets to USA for AP German  
training. 50% of request granted for a total of €1.070.

7 yes  
0 abstention  
5 no



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## 10. Miscellaneous

- a. An Email vote was held in March following the AGM on a time-sensitive request to respond to an offer. The funding request was for a Biohort Garden Shed to store and protect tools already purchased with Verein funding. The total amount of the request was €2.134,67. The request was approved with 11 yes votes and 1 abstention.
- b. A board meeting was held on Zoom on March 30 to discuss the subject of teacher supplies and cash payments. It was unanimous that the current methods are not transparent and accountable, and some changes must be implemented in the near future. There was no support for the teacher supplies at the meeting, and consensus was that there are other funding sources for these types of requests.
- c. Mark Fritzenschaft on behalf of Principal Roll reminded the board that it voted to fund one more round of Gluck training for a JFKS staff member. The bill should be coming at some point in the future. Possible follow up needed.
- d. Board member Jean-Marie McKinney reports that some of the US Embassy staff she knows have their children at other schools and facilities, and she does not think that very rigorous JFKS outreach is penetrating the US Embassy or Consulate facilities. True outreach and engagement should be a JFKS priority in the Secretary's opinion, due to US Embassy funding correlating to numbers of Embassy staff children at attendance at JFKS.



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**Meeting adjourned: 20:06**