



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

May 21 2025 in person/virtual hybrid meeting

Present: Jacqui Besselka, Carsten Casper, Ben Bowers, Haley Scribner, Steve Hoffman, Robert Lenk, Puvy Manickam, Theresa Luss

Virtually present: Lia

Students:

Parents:

Admin/Teachers: Erin Hale,

Moderating: Haley Scribner

1. Approval of the Agenda: Haley Scribner

Change: move admin report to first after approval of minutes

Agree: 8

Disagree: 0

Abstentions: 0

Approval of Minutes from last month's meeting:

Change: move the approval of the budget to the treasurer's report section in February.

Agree: 7

Disagree: 0

Abstentions: 1

3. Admin report: Erin Hale

- Erin: Thank you for the time and energy for Saturday's Cultural Day event. There was a lot going on, and we also had a lot of community engagement from outside of the JFKS, and I thought it was great.

Robert: We have some figures and can share those with you. The weather made things difficult, and we came in below expectations for a lot of numbers, including sales and donations. From your side, we appreciate what the admin does and we're happy to support the community.

- Erin: About teacher appreciation, we understand the budget of a maximum of 5000 Eur per year, and it makes sense to us. We'd like to focus on teacher appreciation week and the first week of school, and we'll stay in contact.
- Upcoming events: The memorial day barbecue and campus clean up event and the flea market and the fun day are all things you're involved in.

Robert: Yes, we're ready for them.

- Erin: I have a request for a cart for laptops. We have the laptops from the Senat, but we need an efficient way to charge them. The trust fund will pay for one of the carts, and we're asking the Verein to buy the second cart.

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Fax 030-90299-6377, www.theverein.com, email: info@theverein.com President: Robert Lenk, Vice President: Jacqui Besselka, Treasurer: Carsten Casper, Secretary: Ben Bowers **Bankverbindung: JFKS Verein, Sparkasse, IBAN: DE78 1005 0000 0190 8829 13, BIC/SWIFT: BELADEBEXX**

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Jacqui: It just came in today. How soon do you need an answer on this?

Erin: Sooner is better.

- Erin: The 4th-graders are going on their trip, and there are two requests for family needs.

Theresa: I have it, and I'll run it through Adrienne Barkhymer, Grade 4 Teacher.

- Haley: Last meeting, we had a request for instruction for ES students who will pay the Cello and Violin. What's the status of that?

Erin: I don't know, but I'll check.

- Haley: At the shop we have an issue: either admin or someone else is opening the shop and removing things and then leaving a note, which is making inventory management difficult. We'd like for that to stop happening.

Erin: When has this happened?

Haley: At least two other times.

Erin: We'll get that paid back, and try to stop it.

- Erin: What's happening with the request for the sound system?

Haley: It's a spreadsheet. We could vote, but we also need to know how it works with you.

Erin: It seems like it's too early to vote on that based on the admin not knowing what's happening.

Jacqui: Yes, some of us thought the same.

- Erin: What about the two instruments?

Ben: The request was approved, and notification was given.

Carsten: I have an offer, but no invoice. We'll pay for it when it arrives.

(Lia joined the meeting virtually)

4. Report from the president: Robert

- Robert: At the cultural festival, we had about 180 people performing on the various stages over the day. We had a visit from Katharina Gunter-Wunsch. We had many students and parents coming together, and it raised a lot of questions about culture from the kids. It was a very diverse day. The tech team did a great job with all of the problems. Everybody was great, and it was very successful. The weather was a problem, but we did our best. The food ran out by 5, but the drink sales were low. Some artists were unhappy that there was no moderation. Three people were removed by security, and vandalism was prevented four times.
- We were at about 35% of what I'd planned for people and sales. We had a loss of 230 Eur, but we still have 1000 drinks we can sell. If we do, we have to sell them by the end of May.

Haley: Should we sell it back at a loss and to end the hassle, or keep it and hope we can sell it later?

Ben: What if we just keep them?

Lia: Parents donate for events, so we probably won't use them.

Haley: Robert, if you will handle this, we need to move on. Can you hold these and we'll think about the Flea Market?

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Robert: Yes.
(Robert Lenk left the meeting)

5. Report from the vice-president: Jacqui

- Jacqui: Most of what I have is for the requests section.
- Jacqui: Bermun wants to donate their proceeds to us. We'll let them know where and how to send it to us.
- Jacqui: I'd like to get yearbooks for the departing teachers. We need 18 books, and they're probably around 500 Eur total.

Carsten: Where in the budget does this fit?

Jacqui: It's not, so we need to vote.

- Carsten: The idea of the budget is to cover typical expenses, but we should confirm when it's an extraordinary expense because it could eclipse the budget.

Puvy: Just because we reach the limit doesn't mean it's closed; it means we have to vote at that point.

Jacqui: The problem I have with a budget is that we are the last chance for many clubs and ideas, so we need to discuss each request.

- Haley: We need to stop this discussion for now or we won't have enough time to vote on things today. How about a yearly budget for teacher/admin/staff gifting of...say, 1500 Eur? The budget would come out of the class trip budget that we will no longer need due to the Senat decision to continue to fund them.

Jacqui: That sounds great.

Carsten: Then it needs to come from somewhere. Where should we remove it?

Jacqui: We take it from class trips, does that work?

All: Yes.

6. Report from Treasurer: Carsten

- Steve: An update on our previous discussion about switching out digital payment systems: PayPal and SumUp seem to be the best choices.

Haley: We've had problems with SumUp. Can we remove it?

Puvy: PayPal is the more expensive service. I think we should stay with SumUp.

Jacqui: Kim wants us to get a phone for the shop to help make the payment process easier.

Carsten: When we add a new device, then it has the potential to become more complicated.

Theresa: The team's using their own phones, but it's unreliable. I think we need this.

Haley: Let's wait and see if the use of the WiFi makes this better before we go further on this. Tabled for June meeting pending an update from Kim.



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Updates from Carsten:

- Flea Market: Carsten reminded us that we have to pay VAT on Flea Market income.
- Carsten suggested that The Verein should close the securities accounts at Interactive Brokers. Reason being: So far, these accounts have been a negative investment. While they do generate interest, all the fees and taxes offset any gains. Due to the fee for the LEI (Legal Entity Identifier), the accounts are now effectively in the negative." Shall we? (Vote: Yes: 8 No: 0 Abstain: 0 *Motion Passes*)
- Lori Cook, the treasurer of the student activity fund, wants help auditing their books. Carsten & Steve will work together with Lori to get this done.
- Carsten is working on a survey with Carlotta from the PCB to see what JFKS people want.

Carsten on the Budget: This year we've spent 49,023 Eur and gained 11,283 Eur. Our biggest expenses are sports, school shop, student trip, and so on. Our biggest income is from the school shop.

7: Miscellaneous

- (there were no items)

8. Requests

The following requests were voted upon:

Proposal 1 – locker cleaning (Borschel, 3329.62 Eur)

(Request approved categorically as a part of the budget)

Proposal 2 – BJS relay prizes (Aurich, 300 Eur)

yes: 8 no: 0 abstain: 0 *(Request Approved)*

Proposal 3 – Payment for shop (Douglas, 840 Eur) for design and shop related work

yes: 7 no: 1 abstain: 0 *(Request Approved)*

Proposal 4 – Fun Day budget (Verein, 7500 Eur)

yes: 6 no: 0 abstain: 2 *(Request Approved)*

Proposal 5 – reimbursement for guest speakers (Kesselhaut, 150 Eur)

yes: 6 no: 1 abstain: 1 *(Request Approved)*

Proposal 6 – Reimbursement for instrument repair (Martin, 112.90 Eur)

yes: 6 no: 0 abstain: 2 *(Request)*

Proposal 7 – Aula Sound System (Scribner, 12,872 Eur)

yes: X no: X abstain: X *(Request)*

Proposal 8 – Books and toys (Melden, up to 300 Eur)

yes: 7 no: 1 abstain: 1 *(Request Approved via Email vote from June 6 to June 11)*

Proposal 9 – Charging cart for Tablets (Admin, 2555.05 Eur)

yes: 9 no: 0 abstain: 0 *(Request Approved via spreadsheet vote on May 27)*

Proposal 10 – Budget for Flea Market (Benedikt, 740.91 Eur)

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yes: 9 no: 0 abstain: 0 (Request Approved via Spreadsheet vote on May 27)

* Meeting adjourned*

To be carried forward to the next meeting:

- Sound system in the Aula.
- Website rebuild.

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