



The Verein Board Monthly Meeting - Minutes

Date & Time: November 12th, 2025 7pm

Location: (in person)

Minute-taker: Carlotta de Vivanco

Moderator: Haley Scribner

Board members present: Robert Lenk / Haley Scribner/Ben Bowers/Carsten Casper/Jamie Turner/ Lia Rigamonti/ Puviyarrasan Manickam / Carlotta de Vivanco

Attendees: Erin Hale, Nella Klopotek von Glowczewski, Valbona Kleinert, Jennifer Freeland-Wieder, Wibke Pannenberg-Dietz

Agenda Approval

Motion to approve the agenda for November 12, 2025 as presented.

Vote Total: 8 Yes, 0 No, 0 Abstention

Approved

Student Council Report n/a

Admin Report

Presented By: Erin Hale

Key Updates/Discussion: Provided an update on what school information may exist to support family needs decision-making, New Request Form has been circulated to all Admin team and will be communicated to all teachers.

Thanked the Verein for the support for Veterans Day, a success with positive press in the newspapers. Thanked the Verein for the work on the water fountain in the high school.

Action items: Flea Market confirmed for June 13th, 2026.

Miscellaneous

Topic 1: Babysitting Update (Haley)

- The board has approved a trial run of providing babysitters during Verein Meeting for kids ages 3 and above in the library.
- ***Board approved will send out announcement with next monthly meeting invitation (7 Yes 0 No [1 Abstention - temporarily disconnected])***

Topic 2: Family Needs Request Update (Haley)

- ***Item tabled due to new information from the Administration.***

Topic 3: Music Madness 2025 (Haley)

- Promoted Music Madness event on Friday, December 5th from 7-10pm in the Large Aula. Attendees from the previous instalment provided a short description of the event. Call for any volunteers is out – including students.

Society of Parents & Friends of the John F. Kennedy School e.V. Eingetragen im Vereinsregister Charlottenburg Nr. VR 3259 NZ • Steuernummer: 27/680/59492, Teltower Damm 87-93, 14167 Berlin,

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

Verein der Eltern und Freunde der JFKS zu Berlin e.V.



Topic 4: Verein Method: Are we organizers? (Ben)

- A discussion on the role of the Verein and the Board took place. Board members shared some ideas from internal discussions. Ideas for sourcing feedback from the Verein membership were discussed. The process for submitting requests was explained. There is potential to improve communication and information flows with the membership. Board and AGM are opportunities for members to provide feedback and engage.
- ***The Board will endeavor to use existing communication channels in more effective ways.***

(Jamie Turner excused herself from the meeting)

Topic 4: Flea Market 2026 (Robert)

- Flea Market will be on June 13th, 2026. A number of volunteers have already expressed plans to join the committee. An initiative to possibly send some surplus school items as well as flea market items to Angola was discussed.
- ***Date for Flea market confirmed: Saturday June 13th, 2026.***
- ***The flea market committee will reach out to membership with volunteer needs.***

Topic 5: Teacher Gifting Proposal (Carlotta)

- A proposal has been prepared to document the process in order to make sure it is compliant with regulations.
- Proposal to be sent to the tax consultant to verify feasibility and compliance with regulations. **(7 Yes 0 No 0 Abstentions)**

Requests

Minutes, November 8th Board-Only meeting

Tabled until Board-only meeting.

Ski Trip 2026 – Car rental

Name of the Person Requesting: Andreas Nagel Cost of the Request: 1,600
Vote Total: 7 Yes, 0 No, 0 Abstention **Approved**

Ski Trip 2026 - Loan

Name of the Person Requesting: Andreas Nagel Cost of the Request: 3,000
TABLED until next meeting pending meeting and clarification of new procedures

Society of Parents & Friends of the John F. Kennedy School e.V. Eingetragen im Vereinsregister Charlottenburg Nr. VR 3259 NZ • Steuernummer: 27/680/59492, Teltower Damm 87-93, 14167 Berlin,

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

Verein der Eltern und Freunde der JFKS zu Berlin e.V.



Courage Week 2026

Name of the Person Requesting: Lindsey

McClintock

Vote Total: 7 Yes, 0 No, 0 Abstention

Cost of the Request: 4,600

Approved

AbiBall Tickets for Admin

Name of the Person Requesting: Sabine Rutsch

Vote Total: 7 Yes, 0 No, 0 Abstention

Cost of the Request: 198

Approved

Music Madness December 2025

Name of the Person Requesting: Kim Douglass

Vote Total: 7 Yes, 0 Abstention

Cost of the Request: 300

Approved

Board member to join Music Madness committee as per newly agreed procedures.

Microphone rental for High School Musical 2025

Name of the Person Requesting: Hollis Ball

Vote Total: 6 Yes, 0 No, 1 Abstention

Cost of the Request: 2,710.34

Approved

Meeting Adjourned at: 8:58pm

Next Meeting Date: 26.11.25 (board only, virtual)

Society of Parents & Friends of the John F. Kennedy School e.V. Eingetragen im Vereinsregister Charlottenburg Nr. VR 3259 NZ • Steuernummer: 27/680/59492, Teltower Damm 87-93, 14167 Berlin,

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

Verein der Eltern und Freunde der JFKS zu Berlin e.V.