

## JFKS All-Faculty Meeting (*Gesamtkonferenz*)

April 10, 2019, Large Aula, 16:30h

### Notes for Parent Council

#### Introduction (Mr. Salzer):

- 2019-20 will be a big year for German-American relationship building with major anniversaries: 60 years since the founding of our school, 70 years since the Berlin *Luftbrücke* (air lift) and 30 years since the wall came down. Mr. Salzer asked the faculty to start thinking about the celebration of the JFKS anniversary, which will take place in May 2020. Volunteers will be needed.

#### Top 1) Communication about Ideas from the Open Forum (Mr. Salzer):

- Note: This topic refers to an “Open Forum” meeting held by faculty to discuss issues relating to school climate. Faculty expressed the wish for more transparency (e.g. on the budget), a clearer vision for the school’s development, more respectful communication, improved collaboration between administration and staff and a stronger presence of the administration on campus.
- At the *Gesamtkonferenz* Mr. Salzer reflected on the issues and ideas raised at the Open Forum and how they will be addressed:
  - He emphasized the importance of acknowledging cultural differences in communication, e.g., the German *Streitkultur*, and of taking time to discuss conflicts and resolve them respectfully. Mutual respect of administration and faculty is core to our school’s mission and extends also to students.
  - A greater effort will be made to involve teachers in more ways, e.g., in editing the faculty handbook. The faculty handbook will be presented to the ED and SK for approval.
  - Faculty input will also be solicited for the JFKS Strategic Plan, which has so far been driven by the administration with an American-style approach, as well as for the German *Schulentwicklungsplan*. These documents will also be presented to the ED and SK.
  - An extended administration has already been implemented in the ES and is under discussion in the HS. This set-up allows for direct faculty involvement in administration.
  - The administration acknowledges the need to improve communication and transparency. Regarding the latter, the school budget will be presented to all faculty (next topic).

#### Top 2) Overview of the Budget (Herr Schulz):

- Herr Schulz presented the 2018 “German” budget, i.e. excluding the “American” budget of the Trust Fund, which is managed by a separate board (American principals, US embassy and Senate). He reported on the following parts of the German budget:
  - **PKB (*Personalkosten-Budgetierung*)**: EUR 191,088 in 2018. This budget covers substitute teachers to avoid cancellation of classes at short-notice. Up to 50% of this budget is for pedagogical projects directly related to students outside of regular instruction.
  - **Verfügungsfond (*Contingency Fund*)**: EUR 25,627 in 2018. A minimum of EUR 5,627 had to be allocated to minor maintenance. Other uses are faculty trainings as well as events and projects related to school development.
  - **Lehr- und Lernmittel** (Teaching and Learning Resources): This budget consists of two parts: 1) EUR 152,353.86 (thereof 53,514.90 for the ES and 98,838.96 for HS), covering *Lehr-und Lernmittel* as well as *Unterrichtsmittel* (instructional resources); 2) EUR 19,740 (thereof 9,684 for ES and 10,056 for HS), for *sonstige Unterrichtsmittel* (other instructional resources). In 2018, this money came from the district. In 2019, it is supposed to come from the Senate, but the school has not received any yet.
  - **Lernmittelfond/Parents’ Book Fund (money provided by parents)**: In 2018, only HS parents were required to contribute to costs of their children’s books. The JFKS *Lernmittelfond* collected around EUR 40,000 (based on EUR 60 per student). ES parents no longer have to contribute (due to a Senate decision for all of Berlin); for the ES in 2018, the school received from the district EUR 50,025 plus EUR 6,887.50 for the Entrance Class.

- In the discussion a question was raised as to whether there is a further JFKS budget for *Sachmittel* to cover material resources, such as furniture.
- A teacher requested that the *Gesamtkonferenz* be involved in deciding on principles of how funds are distributed. For 2019, Mr. Salzer responded that the school is currently stuck in the situation that the district is no longer responsible for JFKS, and the Senate has not yet given us a budget. It is not yet clear when the problem will be resolved. He suggested to hold another *Gesamtkonferenz* after Easter to elect a finance committee. There is also a School Conference meeting after spring break where the SC finance committee will be discussed.

**Top 3) Strategic Plan / *Schulentwicklung* – Next Steps (Mr. Salzer):**

- The Strategic Plan and *Schulentwicklungsplan* were covered under Top 1.

**Top 4) Nomination & Election of ES School Conference Reps (Mr. Salzer):**

- Two ES representatives (one main, one alternate) left the School Conference and needed to be replaced: The *Gesamtkonferenz* unanimously elected the two candidates proposed and gave them a hearty round of applause:
  - Ms. Geary-Müller (main)
  - Ms. Hoedt (alternate).

They will serve the rest of this year and the coming school year.

Mr. Salzer closed the meeting. ES faculty and HS faculty then convened separately for their respective meetings.

*Notes taken by Susan Brown*