

JOHN F. KENNEDY SCHOOL
DEUTSCH-AMERIKANISCHE GEMEINSCHAFTSSCHULE
GERMAN-AMERICAN COMMUNITY SCHOOL

Minutes of the School Conference
January 17, 2018 at 15:15 h

In attendance:

Administration: Brian Salzer, Magdalena Ohlendorf
Teacher Representatives: Andrew Rockenstein, Gabi Jendretzki, Malte Schroeder
Parent Representatives: Kimberley Schneidereit, Lars Bespolka, Anja Kamradt,
Stefan Berger, Kristen Winkler, Klaus Hentges
Student Representatives: Maya Lugani, Tillmann Sherwood, Lars Brown-Heidenreich,
Miles Grant
Hort Representative: Svetlana Ostojic

1. Approval of Agenda

The Agenda was approved unanimously, with additions to misc.

2. Approval of Minutes

The minutes were not approved, and will be sent out to the SK members for review and approval.

3. Principals Searches

We had five positions that were in the process of appointment (HS German Principal, HS German Assistant Principal, ES German Principal, ES German Assistant Principal, ES American Assistant Principal). One has been appointed. The HS German Assistant Principal position was appointed to Birgit Hinrichsen. ES German Principal, and ES American Assistant searches continue. The ES German Assistant Principal is half way through the process with Frau Hoenicke being the only candidate. The SK conference members requested that Mr. Salzer/Frau Lücke to write to the German schools abroad, informing them about the open position of the ES German Principal. Questions arise about the difficulty of lack of candidates for German positions. The problem is Berlin wide - it is difficult to find principals. The question arises whether it would be feasible to ask the District/Senat for financial extras (Zulagen) for such positions in order to entice German administrators to come to the JFKS. Mr. Salzer will speak with Frau Waldschütz to see if this could even be an option. The ES American Assistant Principal position is currently posted. The interviews for this position will be combined with the teachers' recruitment trip (Wisconsin and New York). Only one trip will be made this year. Finalists for the Assistant Principal position will come over on March 5, 6, 7. ES German principal position is still open, is advertised, and no

selection date has been made. HS German principal process is closed at this time, with no current information on the status.

4. Security Committee Report

The subcommittee met twice so far. The committee participated in both pre and post lockdown drill. For the first drill, it went very well, with a few noted changes that can be made. The first meeting was a summary of the present position. Key measures were discussed. 4 points that are easily implemented were discussed. Second meeting: an update was provided. More progress has been made between the two meetings, than in the past years. Two other schools were observed. More suggestions were made. Trying to get numerous quotes in order to get different ideas and a comparison of money required. Suggestion was made to invite Herr Weese from the District to give an update on security measures being made. **A motion was made to invite Herr Weese to the next SK meeting to give an update on current measures being taken and to present a timeline for the implementation of other planned measures. A unanimous vote was made.**

5. Steering Committee for Move to the Senate

Meeting will be next week. Frau Orgis asked for the recruitment information, which Brian is putting together for her. US teacher recruitment: 60,000€ from the trust fund /100,000€ from German budget. Question was asked, why do the Germans relocating, not get some expenses covered, in order to come to our school. Americans get 2,000€ moving expenses. This might also be something that would entice German principals to come to the JFKS. This needs to be clarified.

6. Geschäftsordnung/Rules of Procedure for the SK

Small meeting was held in Spring 2017, with Frau Kamradt, Herr Roth and Dr. Jürgens. A framework was sent around, but a committee is still necessary to discuss the details and to ensure that all policies are in line with the most current version of the Berlin School Law. The document should be approved at the first school conference every year and changes made accordingly, if necessary. Anja Kamradt will head the committee, Malte Schroeder, Lars Brown-Heidenreich, Brian Salzer/Steffen Schulz will support. Magdalena Ohlendorf recommended that the Geschäftsordnung should include the length of meetings.

7. Email Addresses for Grades 5 & 6

The school would like to open up the Google accounts to students in the 5th and 6th grades. The subject was not brought to the committee for a decision, but rather to provide opinions to the administration of whether this step should be made. The 5th and 6th grade teachers would not necessarily use the Google student accounts for e-mail, but rather for using and sharing projects, work tools and information electronically. This would allow the students to work electronically on iPads (or similar) and share their work with the teachers and other classmates.

Tech training. Google Bootcamp is being offered to the teachers. Teachers have students share documents and turn in their assignments electronically. HS students have intranet email addresses. ES 5th/6th teachers want to open up the intranet/email addresses to their students. Student comment: It is very useful although it could also be a distraction. Parents' concern with "Google". Even without email access the student can have an account and use Google drive (share documents with other students and teachers), Google classroom (getting information). Frau Ohlendorf doesn't know any other school that uses a better system. The problem has two sides, students are occupied too much with the computer and the other hand, the students should get digital knowledge. Teachers should use it appropriately and know what they are doing. Teachers cannot use it properly unless they are given the opportunity to use it. Classroom activities can only happen when the students have an account. Pro and Con discussion took place.

8. Miscellaneous:

- Concrete Dates for Subsequent SK Meetings this School Year.

The SK members would like to have the dates for the next meetings.

March 7th tentative date for the principal interview and recommendation.

March 14th

May 16th

- Filing/Numbering System for Approved Motions and a Central Place to Store Them.

SK has no overview of the motions that were made through the years. Kristen Winkler would start putting together the motions out of the minutes. Kimberley Schneidereit and Lars Bespolka volunteer to support.

- Storm Protocol: Administration wanted to discuss a procedure of action.

The four administrators would meet and post on the website and send out an email to parents. Hort is concerned that if there is early dismissal, they cannot handle all the kids that might come. Every situation is different and needs individual action. Svetlana will bring this topic into the Crisis Team for further discussion.

- Data Protection:

Concerns over personal information being handed out on CV of candidate. The candidate was asked and approved that her information be given to the SK members.

- Abistrich/Senior Prank Update:

Last year the group did a great job. The mural painting went well. Mr. Salzer is certain that this year's seniors will comply and also do a great job. A prank committee needs to be created and an idea needs to be developed for approval.

Meeting adjourned 16:40, Submitted by Kimberley Schneidereit