

Final Agenda
For the School Conference Meeting on
Monday, June 24, 2019 at 15:15, in room W125

1. Approval of Agenda
2. Approval of Minutes from May 22, 2019 *Review Action Items List*
3. Security Update
4. Finance Update
5. EC Room Usage
6. Proposal for Electronic Media Device Policy

In attendance:

Administration: Brian Salzer, Jenny Hoenicke
Guest: Steffen Schulz , Racso Cortinas, Birgit Hinrichsen

Teacher Representatives: Liz Geary-Müller, Timm Jones, Anne de Tarr, Gabi Jendretzki
(arrived later)
Alternates: Elisabeth Hoedt, Malte Schroeder, Christian Neumann
(arrived later)

Parent Representatives: Lars Bespolka, Kristen Winkler, Stefan Berger, Marion Patt
Alternates: Nelly Heidbrink, Kristina Pedersen, Anja Hollmann,
Katrin Völkner

Student Representatives: Johannes von Kleist

Hort Guests: Betina Heyelmann, Clara Hertel

Voting members: 10 (later 11) voting members present

1. Approval of Agenda

An additional point “3.5 Update on Spanish AP/LK” was added to the agenda between topics 3 and 4. There were requests to shorten the agenda to include only the EC and the EMD policy. There was an additional request to postpone the vote for the EMD policy as only one student was present. The Agenda was approved as above plus the proposed addition of 3.5. (8, 1, 1).

2. Approval of Minutes from May 22, 2019

The minutes were approved. (9, 0, 1)

3. Review of Action Item List

The ED has created another Finance subcommittee. The first meeting will be called in August/September 2019.

The Food Committee has met and has also been in touch with the caterer, Herr Liehmann. There will be more concentration on providing the food as agreed in the contract; less bistro snacks and more hot lunch. They are working towards healthy choices and less junk food.

3.5 Update Spanish AP/LK

Ten students are usually required to create an AP/Leistungskurs; sometimes exceptions are made for classes with eight students. There are currently 8 students interested in the Spanish AP/LK, however, there are several scheduling conflicts and the number of students available to participate is decreasing. The students are being asked for their class preferences and there is hope that there will be enough students to create a class.

It was noted that there are scheduling problems with the AP and Leistungs classes due to the difference in the number of hours of class per week. Perhaps the AP classes could reduce their hours from 6 to 5 per week.

4. Security

The administration met with Herr Strahl, from the BIM, and the US Embassy representatives. Funds will be coming from the Embassy to cover the costs of the guard booth and cameras by spring 2020. The guard hours will be extended by next February/March 2020. The placement of the guard booth is still being discussed; the idea is to now have it directly at the front gate. Further lighting improvements will be made in order to make the cameras more effective at night. The Hausmeister apartment will be renovated so that a third Hausmeister can live on school grounds. The new key system for the external doors of the school should be completed by August/September 2019.

There have been some complaints concerning the security personnel. Please direct these to Brian Salzer or Steffen Schulz.

5. Finance Update

The school has a Financial Coordinator from the Senate, Herr Nowak. He has listened to the concerns and questions from the administration. They hope to see some progress concerning current purchases and a budget for the school year. Herr Nowak reports to Herr Harz who visited the SK earlier in the year.

6. EC Room Usage

The SK passed a motion at the May 22nd SK meeting that the double usage of the EC rooms was causing a negative impact on the learning program (vote: 11,1,2). A request was made to the administration to assign different room options for after school care starting August 2019. The administration decided to continue to use the EC rooms, but have the first-grade children use them for after school care in the next school year. There was unfortunately no discussion with the SK. Members heard of the plan through informal communication channels and requested this emergency meeting of the SK. The community was not happy with the decision. Especially the parents of the EC children/next year's first-graders were upset as their children will attend after school care in the EC rooms two years in a row.

The administration understands this is not the best solution, but sees it as a necessity. The Hort is overflowing and action must be taken. They have put some plans into action that will hopefully improve the situation for those involved: the children will leave the classrooms for lunch for one hour allowing time for the teachers to prepare after school, there will be a rotation schedule so that only 3 of the 5 EC classrooms will be used on a daily basis, and classrooms will not be used during summer until they can be introduced to the EC children by the teachers. They believe the EC rooms must be used as part of the after-school care program. Only EC or first-grade children can use these rooms.

The administration believes the KITA will move out of the Hort building in a few years creating more space for after school care of our children.

The parent community is greatly upset by this decision. The original use of the EC rooms was for a one-year trial period as discussed with Frau Waldschütz, school superintendent, in the May 2018 SK meeting. The SK reviewed the situation after one year and decided it was in the best interest of the school and children to find other options. The SK made a decision on behalf of the school. We are unsure why this decision is not respected. There seems to be a lack of communication.

The parents feel it does not make sense for the students to remain in their homeroom classrooms the entire day. There are other room options available at the school. Older students are released later in the day (14:10) and many students leave the campus with the school bus at 15:00. It makes more sense to find an option for these students who are in Hort for only a short time. There used to be a "satellite group" in the school for these children. Additionally, older children are more mobile and independent and would be able to walk from the school to activities in the Hort building without problem.

The teachers do not stand behind the double usage of the EC rooms. It is very important that the young children identify the classroom with learning. JFKS fought to keep it's EC (Vorschule) as it is an important part of our bilingual program. The community came together! We should take care not to jeopardize this program.

The community needs to find a solution to this problem for the short term. In the long term it would be best to increase the size of the Hort, either through renovation or taking over the area from the KITA. Discussions need to take place with the Senate and the BIM.

The administration says another Task Force will be created and the first meeting will take place on September 3rd. The Hort administration says a decision can be made by the December, end of the calendar year.

ACTION ITEM: Task force to report to the SK at the first meeting of the new school year.

7. Proposal for Electronic Media Device Policy

There are two new proposals for the EMD policy. The version from the parents suggests that 11th and 12th graders can use their EMDs on campus, all younger students cannot. The second version from the students and administration suggests that all high school students can use their EMDs behind Haus Reil.

The teachers believe it would be difficult to enforce a policy that is not for all students. They would continuously have to ask the grade level of the students to ascertain if they are allowed to use their EMD or not. It was also commented that this would be discrimination. Others feel this cannot be seen as discrimination as the EMD usage is not a human right.

A compromise was suggested that the 11th and 12th graders only be allowed to use their phones in the student lounge, which is anyways reserved for their grade levels only.

The students requested that the goal of the school should be the education of proper use of media devices. This should be included in the school curriculum.

The policy is proposed for a one year trial period with a review of the policy to be undertaken after the completion of the first semester. (ACTION ITEM)

The policy requires a simple majority- approved as amended. (9,2,0)

See attachment for final version.

Meeting adjourned at 17:50.

Minutes submitted by Kristen Winker

Attachment to SK Minutes from June 24, 2109

JFKS High School Electronic Media Device (EMD*) Policy

1. Grades 7 - 10: No EMDs shall be used by any student on campus during school time. The EMD must be turned off and out of sight (no buzz, tones or lights).
2. Grades 11 - 12: No EMDs are allowed on campus during school time, other than in the student lounge. When in the classrooms, the EMD must be turned off and out of sight (no buzz, tones or lights).
3. All Grades: Teachers can specifically allow the use of EMDs during their class for educational purposes. Students are allowed to use their own EMDs for educational purposes in the library.
4. All Grades: It is inappropriate and not permitted (i) to use EMDs for uploading or otherwise distributing photographs and/or personal information about other students, teachers, the administration and parents without their explicit permission and to use EMDs for obtaining or distributing in any fashion restricted information for tests, quizzes and other school work and (ii) while on campus to play games without educational purposes or to access websites banned by the school.

* Definition of EMDs: All devices, including smartphones, laptops, tablets, watches, desktops, etc. which have online-access.