

Final Agenda
For the School Conference Meeting on
26th, September, 2019 at 15:15, in room W125

1. Approval of Agenda
2. Confidentiality Clause
3. Role of SK as Decision Maker at JFKS
4. Principal Search
5. Strategic Plan incl. Integration of Special Needs Survey
6. Review JFKS Bullying Survey
7. Cell Phone Policy – Parameters for Review
8. JFKS Website
9. Miscellaneous
10. Committee Reports
 - a. Finance Committee Update
 - b. Progress of Task Force: Double Room Usage
 - c. Food Committee d. Update Building Project -
Water Fountains
 - d. Security Committee Update
 - e. Building Committee Update

In attendance:

Administration: Brian Salzer, Jenny Hoenicke
Guest: Steffen Schulz

Teacher Representatives: Liz Geary-Müller, Timm Jones, Daniel Lazar
Alternates: Elisabeth Hoedt, Malte Schroeder, Christian Neumann

Parent Representatives: Lars Bespolka, Kristen Winkler, Stefan Berger, Anja Hollmann

Student Representatives: Daniel Delfs, Lena Marzona
Alternates: Isabella Winger

Hort Guests: -

Voting members: 11) voting members present

1. Approval of Agenda

- 3 items added to agenda
 - Security Committee & Building Committee Update
 - JFK Website
 - Miscellaneous

2. Confidentiality Clause Read

- SK members may report back to their respective groups but may not talk about personnel matters, tell who said what, or give specific details.

3. Role of SK as Decision Maker at JFKS

- Responsibilities of SK have to be established (→ discussion w/ ED on split of responsibilities) in order to be respected (ex. double room usage and principal search)-
What is the role of the SK as decision-maker? To answer these questions:
 - Invite Herr Scharf & Frau von Bernuth (Referat II C), as well as ED reps.
 - Questions will be gathered and sent to Timm Jones by Oct. 25th.

4. Principal Search

- Two administrative positions to be filled on the American side: ES Principal, ES Assistant Principal. Two administrative positions to be filled on the German side: HS Principal, ES Principal

5. Strategic Plan incl. Integration of Special Needs Survey

- Starting in October JFK's Strategic Plan will be aligned with the German plan to include special needs. Need for additional special needs teachers was discussed.

6. Review JFKS Bullying Survey

- Results confidential until centrally released
- Definitions were outlined: Mobbing: occurrence every 1-2 months; Discrimination: once in 12 months
- Over all: 7.2% of students experienced discrimination, 4.5% mobbing → very positive results, lower than most schools.
- Noteworthy results
 - Larger amount of students discriminated against and bullied for academic performance (outliers below and above average) as well as weight
 - Majority of bullying takes place on internet
 - Communication between parents, teachers and administration perceived to be lacking
 - Based on results, the school should continue its program of prevention.
 - German/US balance seen as a separate topic which needs to be addressed.
- Proceeding actions no longer affiliated with Universität Potsdam, should be decided in the future how to act according to results- the committee will continue to meet and make suggestions.
- Once released, the positive results of the survey can be presented along with a campus tour for Frau Stoffers.

7. Cell Phone Policy – Parameters for Review

- Students seem to respect policy, very few confiscated phones; no more groups on their phones in the hallways during lunch
- How to evaluate policy after first semester? Parameters need to be set
- Some revision of policy has to be made to allow for exceptions, and include all school-related purposes, not just academic purposes

- Student Council should write up proposal regarding use of EMDs for likes of music in library, or during sports

8. JFKS Website

- JFKS website needs German translation → student driven effort? Informatik/AP Computer Science classes?
- With new website coming, is it worth it to invest effort into the old one? → info can be transferred into new one easily

9. Miscellaneous

- School Garden
 - In cooperation with Prinzessinnengärten, workshops will be offered for elementary students in order to turn area behind wavy benches into a garden → keeps students out of the area that disturbs high school classes that are in process
 - Will be a grade five and six Elective
 - Is being paid for (5000€) by Grün Macht Schule
 - → if project is successful, could be done with high school as well in future
- Request for further water filters around high school and gym
 - Tap water is not as clean and only clean water filter being in aula is inconvenient
 - Water filter is being supplied by Brunch@School → further filters would have to be arranged with them

10. Committee Reports

a. Finance Committee Update

- €190 000 for 2019, 2020 tbd
- 55k for school books was singular occurrence
- Herr Harz from the Senate and Herr Noak have been in contact with Herr Schulz- District and Senate not clear on who will pay for what and as yet there is no official account for JFKS. Finance Committee needs to continue to meet.

b. Progress of Task Force: Double Room Usage

- Parents issue an official protest that parent participants on the task force are handpicked, unelected group
- Regulations of how committees are set should be followed.
- Task force is, as of now, not a sub-committee of the SK, but is supposed to report their results to it → SK should make expectations and responsibility of the task force clear to it and SK members should be able to attend the Task Force meetings.
 - Should the task force be made a sub-committee of the SK?
- SK worried by disregard of past progress and resources on the double-usage debate by task force (e.g. Bettina's chart of relevant parties' interests)
- Current engagement with creating a survey throughout the entirety of first semester is unproductive- re-evaluation of the double- room usage has to happen by end of semester, not by the end of the school year.
- → Mr. Cortinas, Pro Schule as well as representatives of task force should be invited to next SK in order to present goals, etc.

c. Food Committee d. Update Building Project - Water Fountains

- Still waiting on "ok" of Berliner Gebäudeverwaltung
- Although the project is still in the works, it will eventually be realized

d. Security Committee Update

- Herr Strahl created timeline for implementation of security measures
- Lighting by the blue building and gym will be put in by November.
- New locks for science rooms, Admin. Rooms and others will be installed by Winter Break.
- Cameras and a booth for security will be installed by July 2020.
- Not all gates will be locked
- Currently security guards are here from 6:30-10:00 → looking to increase time on campus (2 guards till 15:00, 1 till 22:00)
- There will be a Gebäudescreening in the new year, as well as new roofs and water system.

e. Building Committee Update

- Has not met yet

Meeting adjourned at 18:10.

Minutes submitted by Daniel Delfs