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## REEF BOARD MEETING MINUTES

**December 14, 2016  
6:00 PM – 7:30 PM**

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### **REEF Meeting (public meeting open to all members)**

**Board Member Roll Call/Establish Quorum: (✓ if present at meeting)**

<b>Directors (Expiring 6/18)</b>		<b>Directors (Expiring 6/17)</b>		<b>Non-Voting Members</b>	
✓	2 <i>Dawn Fitzgerald ~ Annual Fund</i>	✓	9 <i>Lisa Hall ~ Vice President</i>		<i>Christy Bazemore ~ Principal</i>
✓	4 <i>Robert Mislant</i>	✓	1 <i>George Polchin ~ Treasurer</i>	✓	<i>Megan Arce ~ Teacher Liaison</i>
✓	6 <i>Tammi Flemming ~ A/R Financial Secretary</i>	✓	11 <i>Maureen Burke ~ President</i>	✓	<i>Laurel Phelps ~ Teacher Liaison</i>
✓	8 <i>Courtney Hyman ~ Room Parent/Volunteer Coordinator</i>		5 <i>Ian Jay ~ Hospitality</i>		
✓	10 <i>Brittney Myles ~ Rose Run</i>	✓	3 <i>Dawn Battles ~ Secretary, Rose Run</i>		
✓	12 <i>Nicole Halabisky Lowry</i>	✓	13 <i>Scott Fooks ~ Budget Committee</i>		
✓	7 <i>John Lucchetti</i>	✓	14 <i>Emily Schwabecher - Apparel</i>		
	15 <i>Open</i>				

Meeting notice posted to school bulletin and Parent Square: December 4, 2016.

### **I. BOARD BUSINESS**

- **Welcome/Roll Call**

- Call to order at 6:05 p.m.
- Roll call & sign-in sheet circulated
- Maureen moves to approve minutes from October. Lisa Hall seconds. 9 yays. 0 nays. Minutes approved.

## II. MEMBERSHIP BUSINESS

### a.) Principal's Update (Phelps/Arce)

- Variety Show auditions are Thursday.
- Character Counts Assembly is Friday with 4th gr performing as well as 3rd gr with recorders.
- FYI to All: Enrollment for new and incoming students ends Jan. 31 as does the transfer window.
- The cement slab and the status/update as of now. Looking at whether we can have a parent volunteer who is a licensed to save money on the installation. Possible liability issue requiring we use a specific contractor for the District. Savings will be \$2,700/year for storage currently.
- Tardiness and absences have been better!! Thank you! There was an extra recess that all students were able to participate in.
- School resumes from winter break Jan. 3.

### b.) Teacher's Update (Phelps/Arce)

- Enrollment for next year is 1/31/17 which is earlier than in past years.
- Ms. Young will be back in the front office in the new year.
- Question on what activities are allowed during recess. Question of why playing tag is now disallowed. The issue of limited space and injuries has required the reduction to tag and football and other high risk activities. The concern of under-staffed recess was voiced and the question of why the school doesn't let more parents volunteer. The district requires all people on campus to be employees and on payroll. Better communication with the students can also help with expectations for recess activities. More details on district requirements will be followed up on. REEF offered to assist with costs if additional staff and training is needed.
- Variety show will be January 19, 2017; auditions are Thursday December 15<sup>th</sup>.
- Sixth grade had a very successful cultural holiday feast; students bring in a dish that is a tradition in their family. Many thanks to the sixth grade parents who helped make that happen.
- Fourth, Fifth, Sixth grade Winter music concert was held at S.B. High School last week. The students, and especially Mr. Farrell, worked very hard and delivered a fabulous performance.
- Parent Square has been very useful for the teachers but the weekly E-blast format was very effective and easier for parents to get information all in one place. REEF decided to reinstate the weekly email communications. Brittney Myles agreed to schedule these for the year.
- Computers for families was a large success and many Roosevelt families received free computers and free internet service. Cox cable is working on getting free service to families so they can have access to Parent Square and other school digital applications. Parent Square has been streamlined and less daily posts, which has been easier.

- Character count assemblies has been much less attended by families. This may be due to late notice and/or not enough information about the dates in advance.
- The list of room parent e-mails is getting finalized so that room-specific e-mails can be easier to send.

### **c.) Green Committee Update**

- Phase 3 of the plan to provide more shade and drought resistant plants in the courtyard planters area near the stage.
- Dead palms will be removed; plan to plant Senna Spectabilis trees in their place. They are drought tolerant and produce beautiful yellow flowers (Roosevelt colors!) They will have 6<sup>th</sup> graders help plan as part of their community service hours. The plan is to plan soon so they will be in place for graduation. They will be 9'-10' tall now and will grow to 20' tall. The planters and water source already exist but the plants are not
- All plants, mulch and compost will be donated.
- The date to pull the existing plants/tree is 1/21/16.
- \$375/tree but are working on donations to help cover the cost. The current budget for the year is \$300.00.
- Mariana Cruz, Explore Ecology, gave a presentation and distributed resources on their services. This is a 501(3)(C) non-profit organization. Roosevelt qualifies for all free education programs and free field trips to Water Shed Resource Center and Art from Scrap.
  - a) Genevieve, Professional Garden Educator, discussed the services they provide to schools. They would like to engage with Roosevelt. The district contracts 10 hours a week. Alex can negotiate additional hours if requested.
  - b) Clara, parent and employee, is coming to campus on Thursdays. She is currently working with 6 classes (mostly lower grades) on education and working in the garden and irrigation system. She wants to work with the upper grades too.
  - c) The district-funded 10 hours is for class time, lesson planning and garden maintenance.
  - d) The green committee will help coordinate with Explore Ecology additional programs and communications with our teachers.

### **d.) Annual Fund Update (Dawn Fitzgerald)**

- This week is the final push for Annual fund donations.
- Current amount raised is \$63,000; lower participation but higher donation amounts because we asked for \$500/family.
- Approximately 109 families donated; 33 Families participated in Kindergarten, which was by far the most of all classes.
- There were ideas for how to reach out to families, including using room parents to communicate directly with the parents from each class.

**e.) Cultural Arts Report (Dawn Fitzgerald reports on behalf of Kristin Story)**

- 2016: Ally Cats and Winton Marsalis
- 2017: Boxtales; Michael Katz; Bi-lingual story teller; UCSB dancers; Tom Kry Drumming

**f.) Treasurer's Report (George Polchin)**

- a) Total checks this month: \$14,264.98
- b) Self-Funded: \$7,516.06. This includes apparel.
- c) REEF draw down \$6,748.92
- Robert moves to approve all checks and treasurers report. Scott seconds. 10 years. 0 nays. Checks approved.
- Item of switching banks was discussed further. The committee has researched options. We are likely to move the CD's to one bank and leave checking with a different bank. More research for the options need to be completed before a final vote is requested.
- Taxes have been filed for the year. Tax preparer charges \$1,600. Scott will see if he can get someone to do this cheaper.

Scott moves to adjourn the meeting. Robert seconds.

***Meeting Adjourned at 7:34 PM.***