
REEF BOARD MEETING MINUTES

**December 2, 2015
5:30 PM – 7:30 PM**

REEF Meeting (public meeting open to all members)

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

Directors (Expiring 6/17)			Directors (Expiring 6/16)			Non-Voting Members	
✓	9	<i>Lisa Hall ~ Vice President</i>	✓	2	<i>Kent Mixon ~ President</i>	✓	<i>Christy Mendivil ~ Principal</i>
✓	1	<i>George Polchin ~ Treasurer</i>		6	<i>Tammi Flemming ~ AR/ Financial Secretary</i>	✓	<i>Megan Arce ~ Teacher Liaison</i>
✓	11	<i>Maureen Burke ~ Secretary</i>		8	<i>Kristin Story ~ Parliamentarian</i>	✓	<i>Laurel Phelps ~ Teacher Liaison</i>
	5	<i>Ian Jay ~ Hospitality</i>	✓	4	<i>Stella Pynn ~ Nominating Committee</i>		
	3	<i>Dawn Battles ~ Rose Run</i>		12	<i>Sabrina Koceman ~ Nominating Committee</i>		
	7	<i>Silla Siebert ~ Room Parent Coordinator</i>		10	<i>Open</i>		
✓	13	<i>Scott Fooks ~ Budget Committee</i>		14	<i>Open</i>		

Meeting notice posted to school bulletin: Wednesday, November 18, 2015.

I. BOARD BUSINESS

- **Welcome/Roll Call**

- Call to order at 5:42 p.m.
- Roll Call & Sign-In Sheet circulated
- Meeting Minute approval delayed to end of meeting due to lack of quorum

II. MEMBERSHIP BUSINESS

a.) Principal's Report (Christy Mendivil)

- All of SB district will be using Parent Square in the future. Parent Square is an online system that pushes email, phone and text communications to parents. (See Parent Square Demo below)
- There has been a change in the schedule so lunch is now first, followed by recess. Ms. Mendivil believes this is much better for children since they now have time to eat at their leisure.
- Thank you to REEF for considering and adding an additional curriculum specialist.
- School has two half-time Family Service Agency (FSA) counselor, Becky Hurst and another half-time counselor who is bilingual. These counselors are on campus most days and since they are half-time they alternate days on campus. Additionally, there is one Antioch psychology student who assists with counselors.

b.) Teacher's Liaison Report (Laurel Phelps)

- Teachers report a successful round of conferences. May change the way they have scheduled conferences so parents can list their availability first.
- 6th grade and Kindergarten classes went through garden classes with Kendall Craig, a volunteer from non-profit Center for Sustainability. They study parts of plants, seeds, etc.
- Excited about new curriculum specialist, Tanya Ferrufirno in 1st grade, and possible second curriculum specialist for 2nd grade.
- Math Superbowl coach search underway. More information will be available after holiday break.
- Mrs. Barr presented a telescope that was donated to the school by a Roosevelt family. George Polchin took possession of the telescope for now and will determine where to store it and how to make it available to the school.

c.) ELAC Report (Juana Gonzalez and Ana Munoz):

- Juana, representing the ELAC committee, reported ELAC consists of parents who have child in the ELD program (or English as second language). Goal is to seek out programs to help kids with English.
- Goal is to reclassify students before 6th grade.
- New after school program will start after Winter break (extended day program) called Imagine Learning to help students of all different languages learn English. There is ELD instruction during the class day as well, so this program is in addition to what exists today.
- Program will give us benchmark data to understand if children are succeeding and graduating.
- Ana noted there are free services at the Santa Barbara Central library as well. They support with homework and reading comprehension (Mon-Thurs).

- DLAC – There is a representative that goes to district to collect and bring back information that can help with ELAC programs at Roosevelt.

d.) Treasurers Report (George Polchin)

- Check report available for review
- Money spent in last month include Fall Ball (\$8,854) and other self-funded items
- Thank you to Sarada Lewis for processing
- Electronic request forms available (no paper needed to submit check requests). Contact George to obtain the form.
- Library got laptop funded by Teacher’s Fund Grant of appx. \$2K.
- Note new format in balance sheet with profit/loss, showing year over year
- Finances will be posted with the minutes in REEF binder in library.
- Check approvals delayed to end of meeting due to lack of quorum

e.) Parent Square Demo (Kim, representative from Parent Square)

- Parent Square is for internal communication for Roosevelt community. It can fold in all existing communication vehicles including: REEF eBlasts, school website, district website, ASEP class registration, volunteer sign-ups for Fall Ball, etc. (Will replace Signup Genius for sign ups). Fundraising can be done here too (via Paypal) with “thermometer” measurement icon.
- Includes Conference Scheduler feature for parent/teacher conferences
- Communications can go out as a text, email or phone messages.
- Encrypted site (safe); only Roosevelt sees Roosevelt information
- Auto-translation for Spanish
- All existing REEF eblast and teleparent will be loaded into Parent Square
- As a parent, you can chose what to get, teachers/admins can also put members into groups such as room parents, communication by class, etc.
- “Smart Alerts” feature will be piloted at Roosevelt for free. Smart Alerts go out as text first. If doesn’t get picked up, parent gets phone call (Spanish & English)
- Available for web, android, and iPhone apps
- Ability to have multiple Parent Square apps for all your children’s schools (elementary, middle school, high school)
- All information is already tied to ARES (district-wide) contact information.
- Rollout timeline: Ms. Mendivil has info and is going through it now. Will try to invite parents soon.
- Teacher and admin training scheduled for January 6

f.) Green Committee (Carmen Geiler & Valerie Carney)

- Interested in pursuing Green Ribbon Program. MUS applied and got it.
- Kids learn skills about sustainability in the process.
- There are many phases you must go through to get award and may take several years. Goal of committee is to get Roosevelt started in the right direction.

- Examples: Get reusable water bottles for all students. Sourced local SB vendor willing to offer quality water bottles at a discounted price, (approx. \$5.75 without logo and \$6.88 with logo). Adams got NOAA grant to help fund their water bottles.
- Discussed selling bottles as apparel, a self-funded activity. Approx. 25-30% of kids may need to buy a water bottle as the teachers indicated roughly 75% bring reusable bottles to school every day.. More conversation to happen over time.
- Green Committee will develop a mission statement and return to REEF to present the plan – May include items such as composting, recycling, energy use, curriculum, etc. Would also like to work with Rose Run committee (for example, give a tree to winners and can have their name on it).

g.) Annual Fund Update (Kent Mixon)

- Thank you to all who have donated so far. Total to date is \$27,776 (30% of our goal). 71 families of approx. 470 (15% participation rate).
- Striving for 100% at any dollar amount.
- Already half way into school year now and will have obvious impacts on next year funds if we don't reach goal. Still no chairman for Annual Fund.
- Kent will make another appeal to the general membership body through more personal outreach of room parents. Dawn Fitzgerald offered to help promote with TK/K parents since they don't know much about the program.
- Kent will put another letter together to list all the different ways you can pay.
- George will help with cards (with QR code or URL to donate) in January
- Suggestions include: a competition to reach a 100% by classroom and win a prize, pass the basket during assemblies & put basket out at the coffee connection.
- Mailing to radius around school was successful last year and Kent plans to investigate a larger outreach in January.

III. BOARD BUSINESS (continued)

- Tammi Flemming contacted via phone to reach quorum in order to vote:
 1. George moves to approve November 4th meeting minutes, Stella seconds. All in favor. Minutes approved.
 2. Stella moves to approve checks proposed by George during Treasurers Report. Maureen seconds. All in favor. Checks approved.

Meeting Adjourned at 7:20 PM.

Next Meeting January 13th, 2016, 5:30pm in the School Library