
REEF BOARDMEETING MINUTES

**January 22, 2017
6:00 PM – 7:30 PM**

REEF Meeting (public meeting open to all members)

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

Directors (Expiring 6/19)		Directors (Expiring 6/18)		Non-Voting Members			
✓	1		2	<i>Dawn Fitzgerald ~ President, Annual Fund</i>	✓	<i>Christy Bazemore ~ Principal</i>	
✓	3	<i>Kristin Story</i>	✓	4	<i>Robert Mislant, Lobster Boil Chair</i>	✓	<i>Megan Arce ~ Teacher Liaison</i>
✓	5	<i>Jared Green</i>	✓	6	<i>George Polchin ~ Treasurer</i>	✓	<i>Laurel Phelps ~ Teacher Liaison</i>
✓	7	<i>Mark Flick</i>	✓	10	<i>Brittany Myles, Rose Run Co-Chair</i>		
✓	9	<i>Michael Costa</i>	✓	12	<i>Nicole Halabisky Lowry, Yearbook</i>		
✓	13	<i>Scott Fooks ~ Budget Committee</i>	✓	14	<i>John Lucchetti, ~ Secretary</i>		

Meeting notice posted to school bulletin and Parent Square: Month Day, 2018.

I. BOARD BUSINESS

• Welcome/Roll Call

- Call to order at 6:05 p.m.
- Roll call & sign-in sheet circulated.
- Jared Green moves to approve minutes from November. Nicole Lowry seconds. 5 yays. 0 nays. 1 abstained. Minutes approved. (6 total board members in attendance at time of vote).

II. MEMBERSHIP BUSINESS

- **Welcome**
- **Principal's Report (Bazemore)**
 - Curriculum Specialist Update Anthony Ramos was hired with Title 1 funds. He will start in approx. 2 weeks. 2nd position opened again with REEF funds.
 - New noon duty person on the field: Sally Proctor (parent).
 - Variety Show rescheduled. Will be February 8th. Daytime and evening show.
 - REEF is looking at Visual and Performing Arts activities (presentations/field trips) for the remainder of the school year. Working on this with Christina Sanchez.
 - Congratulations to REEF for meeting the Annual Fund goal.
 - Regarding campus being open: Some trash and inappropriate things were found on campus so it has been closed in the evenings and weekends. Looking at possibly reopening in February for some teams to practice.
- **Teacher Update (Phelps)**
 - Mrs. Arce & Mrs. Phelps in attendance.
 - We're truly happy to be back after such a long break due to the cancellations. It was challenging to have the winter break start early, but they are excited to be back on track.
 - Cultural Arts Assemblies: We get so much value out of it that it's worth the extra burden. They would like to have a say in the options for the assemblies and would like a heads up on timing for planning purposes.
 - 6th grade is going through illustrative math. District is leaning towards doing it again this year. Had representatives from Illustrative Math come and see their work in progress in a class environment. Kids are very enthusiastic about that.
 - 4th, 5th, and 6th are going to see Coco at the SB International Film Festival in a few weeks.
 - Variety show is coming up on February 8th. They are doing the 6th grade MC auditions this week.
 - 6th grade is having their annual international feast this Wednesday. They have invited some local fire fighters to join them for the feast.
 - 6th grade has been working on thank you cards for the first responders who helped out with the Thomas Fire.
 - Kinder half days January 29th -February 23rd with the exception of Wednesdays.
 - Kinder will be celebrating 100th day of school on February 6th.
 - Thanks REEF for all you do. We're excited to be back on a normal schedule.
 - 6th grade science camp is still planned but we're having a hard time to pin down the dates. The challenge is finding time at Whittier camp which is an alternate venue from the other camp that burned down.
 - Is it possible to do a movie day equivalent for kinder half days? The teachers are open to that but don't know where they would hold it.

- Thanks REEF for the Fountas and Pinnell books. They did buy one that came with 3 codes for teachers and a set of 5 books. The cost was \$1,000
- They are still working on what they need for guided reading which cost \$3,000. Roosevelt still doesn't have a core reading program in place. Teachers will do some research to identify which programs would be best before making a purchase. Mrs. Warwick is looking into going to an April training along with others. Reading doesn't come in a prepackaged program. This program contains strategies that the Fountas and Pinnell have put together. There is no danger of the district eliminating the need for this program. It's up to the teachers to choose what program they want to implement. Teachers don't have time to write their own curriculum so this program is very helpful.
- These materials will be available for grades 3,4,5, 6 in fall of 2018
- Books in the yellow bins in the library are older titles that can be used after guided reading groups that are used for intervention. These books focus on fluency not intervention, so an intervention solution is still needed.
- **Treasurer's Report (George Polchin)**
 - Dec 11, 2017 REEF mtg canceled. Thank you Board for approving checks via email in a timely manner. George did not get them done until Jan 4, 2018! One check was written for \$127 to George
 - Correction from Dec 11, 2017 REEF check report: Had charged CSA income; it should have been CSA Expense. George has fixed it.
 - Fountas and Pinnell: Did the mat'ls get delivered? George saw some Fountas and Pinnell boxes in the office on Friday Jan 5.
 - We had agreed to pull \$4K from Professional Development but George hasn't seen the charges yet.
 - Will also rename to PD/Curriculum Enhancement 3. PayPal work
 - Worked with Mona McMillan to process PayPal acct since June 2017 (we had recently lost our original person who had volunteered to do this)
 - Still have hundreds of transactions to process; will likely do it in bulk which could mean some improper amounts for e.g. Poker. But it all goes to the same pot; am in touch with Poker team about it.
 - Still have \$36K+ in PayPal. Will transfer to our bank account this week.
 - Old checks
 - Re-issue: Wendi Tuckman (uncashed from Oct 2017 then prob misplaced due to Thomas Fire evac) check 4030 for \$647.00
 - Re-issue: SBYMA (uncashed from Oct 14, 2015) check 3469 \$125
 - Anyone know Wanna Dance and Cheer contact? Samantha Reiss Goldenberg
 - Moved/corrected prepaid expenses (Shows on Balance Sheet) \$948.28 for Thursday Folder amortization-ish
 - Got company match from Bank of America for \$2500!
 - Movie days, REEF deposits: Mona, Monday and I will clear up deposits this Friday Jan 12, 2018.
 - George still needs help with treasurer's tasks.

- REEF might not need to send 10-99 forms this year.
 - Checks have already been voted on via email because last month's meeting was canceled due to natural disasters. There is no need to vote on checks in this meeting.
 - We do have reserves and should talk about other projects to fund. George suggested someone volunteer as a project manager to help identify which projects to fund. We need a teacher liaison for this committee.
- **CIMI Update (Kristin Story)**
 - We have about \$3,500. Target is \$30,000. We're ready to hit this fundraiser hard with a new ask letter on February 1st. Letters will go to parents of 4th graders. Movie days is one component, parent donations will cover another 1/3, and the final 1/3 will come from a fundraiser.
 - Popcorn at the last movie day was a big help.
 - Campus could be used as a venue. We would need to fill out a civic use form.
 - Suggested donation for parents is \$300 per child.
 - The entire 5th grade class goes to CIMI camp. Biggest cost is transportation (busses). Each class is responsible for raising the money in 4th grade and then they go in 5th
 - Party books promote social community. Party books are where an individual or couple pays \$X to attend a party at a donor's house.
 - The Lobster Boil fundraiser for CIMI was cancelled this year due to the Thomas Fire and Mudslide. This is not the time to run a major fundraising event. There are a lot of charity fundraisers going on right now for Montecito so we need to look at those scheduled events and plan accordingly.
 - **Open Forum/Agenda Item (Nicole Lowry)**
 - Nicole proposes that during every REEF meeting there is an opportunity for parents to speak out about concerns or praise. She would like to see 10 minutes of the meeting dedicated to this so parents can get involved and voice their concerns.
 - It was proposed to have coffee or pizza with the Principal 30 min before REEF so parents can ask their questions. Parents want to feel heard and know how they can contribute or share their good ideas.
 - Mrs. Phelps recommended we send out a separate email to announce this first event with the Principal on February 12th at 5:30 p.m.
 - **Poker Night (Mark Flick)**
 - 6th annual poker night is coming up St. Patrick's day on March 17th.
 - We hit around \$20k the last few years but have hit a plateau. We need more players.
 - This event is open to all moms and dads.
 - Adding a full on Barbecue from a Master Barbecue Chef
 - \$100 to play
 - Looking for local small businesses to sponsor the event

- Brittany Miles is happy to help with the Parent Square posts to announce the event
- Anyone can sign up at REEF Poker Tourney.com
- **Rose Run Prize Room**
 - Brittany Miles needs a volunteer to help manage the Rose Run Prize Room
 - Jared Green volunteered to be the co-chair
 - Rose Run logo contest started today.
 - Rose Run will take place on Friday April 13th. Sponsorship outreach will begin next week.
 - Any prize worth over \$250 that is donated will qualify the donor to be acknowledged on the Rose Run t-shirt. Approximately 300 prizes are needed. One parent said she isn't a fan of the prizes and would be happy to join the committee if we did away with the prizes so some kids don't feel left out. REEF is open to that conversation.
- **Mr. Farrow Needs Pianos Tuned**
 - 2 pianos are in need of tuning. Cost to tune one is \$300. Mr. Farrow will assess what it will cost to tune all of his instruments.
 - Nicole Lowry moved to earmark \$300 for tuning 1 piano. She then amended the motion to \$600 to tune both pianos. 13 yays, 0 nays. Motions approved.
- **Raffle**
 - There was no raffle held today
- **Adjournment (Kristin Story)**
 - Jared Green moves to adjourn the meeting. George Polchin seconds.

Meeting Adjourned at 7:33 PM.