

REEF BOARD MEETING MINUTES

**March 12, 2018
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		✓	4	<i>Robert Misleng, Lobster Boil Chair</i>	✓	<i>Megan Arce ~ Teacher Liaison</i>
✓	5		✓	6	<i>George Polchin ~ Treasurer</i>	✓	<i>Laurel Phelps ~ Teacher Liaison</i>
✓	7		✓	10	<i>Brittany Myles, Rose Run Co-Chair</i>		
	9		✓	12	<i>Nicole Halabisky Lowry, Yearbook</i>		
✓	13		✓	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.
- Brittany Miles moves to approve minutes from February. Scott Fooks seconds. 10 yays. 0 nays. 0 abstained. Minutes approved. (10 total board members in attendance at time of vote).

II. MEMBERSHIP BUSINESS

- **Welcome**
- **Treasurer's Report (George Polchin)**
 - Checks total \$7,344.71
 - Kristin Story motioned to approve the checks. Nicole Lowry seconded. 10 yays, 0 nays, 0 abstentions. Checks approved.
 - IRS Tax Filing
 - \$330 "Peace of mind" offering by Tax Acct.
 - We write 2 checks each tax year:
 1. Franchise Tax Board
 2. Charitable Trusts
 - Off-cycle checks: CIMI and Poker.
 - Will try to work with Poker tourney to not need off cycle check. Is just more work for your humble Treasurer. CIMI is slightly different, but honestly probably doesn't need to be!
 - (Principal Bazemore): Curriculum specialist numbers
 - 5 approved originally in Sep 11, 2017 budget vote.
 - 4.5 hired.
 - Nov 13 we set up to vote for another but called it off.
 - (Principal Bazemore): Did we get resolution for Student Council PE equipment funding?
 - REEF originally budgeted 5 @ \$25K (budget approved Sep 11, 2017) b. REEF voted to fund ___ more (approved ____).
 - Ms Gallardo: Guided Reading Supplement: Completion funds requested for \$1148.43: (email from Dawn Fitzgerald to treasurer Mar 6, 2018)
 - This is different from the Fountas & Pinnell interactive read aloud that we already purchased, but the training is complementary. Additional material would be the guided reading.
 - Original Prof Development Budget: \$6000
 - To date we've paid out \$3,473.52 for Fountas & Pinnell; Check 4083 Feb 12, 2018.
 - That leaves \$2,526.48
 - Ms Gallardo's request of \$1,148.43 fits in that, which would leave \$1,378.05 in the Prof Development Budget if we approve that expense.
 - We have \$1,800 available in unbudgeted.
 - Each grade is getting \$2,375 per grade for K-3 from the Women's Fund.
 - Robert Mislant motioned to approve moving the \$1,148.43 from unbudgeted to cover the guided reading for Fontas and Pinnell. Dawn Fitzgerald seconded. 10 yays, 0 nays, 0 abstentions. Check approved.

- Rose Run donation invoice: Cottage requested one. Hadn't done one before, but is no problem; if other entities want such an invoice, we can provide one.
- Morgan Stanley stock notice. We still have Apple Stock. Original donation of \$2,000. Potential vote.
- \$76.51 Amazon Smile came in for Q4 2017.
- Transferred \$45,000 from our PayPal to our Union Bank (SBB&T) account. Long overdue.
- Working with Mona McMillan on passing to QuickBooks Online accounts (e.g. Annual Fund, Poker etc.)
- **Principal's Report (Bazemore)**
 - Rose Run timeline is secured.
 - Drills: Fire drills and lockdown drills will be taking place monthly. They will be announced to lower anxiety about the practice. Scheduled for Wednesday.
 - We have radios and are purchasing more radios for duty staff. This includes backpacks so that students can identify adults on the field.
 - We have evacuation plans in place. In case of fire we go out to Emerson. We are starting to build one pagers for families so parents know what would happen in the event of an emergency evacuation and where predetermined meeting locations are at. Our priority is student safety.
 - Teacher and Principal Challenge have been arranged.
 - Spring Carnival? Has this been arranged yet? Checking with the Tuckmans.
 - We are in assessment season. Attendance is extremely important for students to show what they know and for the assessment schedule to run smoothly.
 - Dawn Fitzgerald and I met to assess student needs and curriculum specialist assignments for 18-19 school year. We also talked about converting the computer lab into a project-based learning center for classes to use and for extension of learning for our GATE cohort.
 - Roosevelt will be hiring more noon duty staff next school year to keep curriculum specialists in the classroom.
 - The district is allocating funds for classroom libraries (Roosevelt and Washington were not included in the earlier allocation).
 - Thank you, REEF, for supporting our classes with Reading material this school year.
- **Teacher Update (Phelps & Arce)**
 - Kindergarten just finished assessments. Reports will be available during conferences next week.
 - Upper grade classrooms have student lead conferences.
 - The writing extravaganza was very well attended today.
 - 6th grade is excited because Denise Higgins has taken over the yearbook project and the 6th graders are helping to develop the theme and other contributions. Big thanks to Denise for her help.
 - The 3rd trimester comes around quickly with the Rose Run, Science Camp, 3rd Grade plays, and so many events. It's great to have so many parents here in attendance at REEF and are involved in these activities.

- Thanks to REEF for the Fountas and Pinnell. These resources have been really helpful.
- **Rose Run Update (Brittany Miles & Jared Green)**
 - We have kick off assembly on Friday to talk about what the Rose Run is, fitness, Principal's challenge, prizes, and to announce the winner of the t-shirt art contest.
 - We would love some more volunteers for prizes and for the day of event.
 - We finished with corporate sponsors. We have \$28,500 in commitments.
- **CIMI Update (Kristin Story)**
 - CIMI has been going very well. We've had one movie day. Conference week is next week so there are more movie days next week as well.
 - We implemented popcorn in the fall. 6th graders do most of the work. They pop the popcorn and hand it out to the other kids so everyone has a lot of fun with it.
 - Popcorn machine should be delivered on Friday.
 - We're pretty good on parent volunteers for the movie days during conference week.
 - We received a \$2,500 grant from the Kirby foundation. We raised \$3,500 from the last movie day. \$3,000 range from axis, and we're still receiving more money.
 - We're honing in on how much additional money needs to be raised. If we have an overage those funds will be passed on to 6th grade.
 - Fundraiser parent's night out at Santa Barbara Winery on April 6th from 6 to 9. If you can't attend then please consider sponsoring a teacher.
- **Poker Tournament Update (Mark Flick)**
 - We'd love to have Roosevelt Parents of course, but this is open to anyone so please invite guests.
 - We've raised around \$20,000 the past 3 years so this is a fun way to generate some funds for our school.
 - This year we're doing a full Santa Maria BBQ
 - Location is at the Carriage Museum
 - Signup is at ReefPokerTourney.com
- **Open Forum/Agenda Item (Steve Harwell)**
 - Standing desks in the classroom. Burning calories for energetic kids and overactive minds. They burn 25% to 35% more calories and gets kids out of their seats. Perhaps we could get a bulk purchase to cover a couple of classes as a pilot program? I don't know if REEF is the appropriate venue to approach this, but wanted to bring it up.
 - A lot of high schools are starting to move into the direction of portable furniture for various reasons.
 - Principal. Bazemore thinks huge clunky desks are a thing of the past so it's worth looking into furniture that can be arranged into other seating options to work alone or in collaborative groups.
 - Mrs. Phelps said some teachers are open to having this conversation because they are often moving desks around for various needs.

- There is a website where you can write a grant but it just ended in February. Perhaps we should look at other options.
- Most teachers feel that it would have to be all or nothing so some kids don't feel left out and argue over seating. Perhaps there are flexible options that provide standing and seating.
- Kristin Story said we should research this and come up with a comprehensive plan, get approval from the district first, then determine how to pay for it if it works. Perhaps this could work in a computer lab.
- **Raffle**
 - REEF Poker Tournament Hat Auction. Brittany Miles won
- **Adjournment (Dawn Fitzgerald)**
 - Dawn Fitzgerald adjourned the meeting.

Meeting Adjourned at 7:11 PM.