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# REEF BOARD MEETING MINUTES

**May 28, 2014**  
**5:30 PM – 8:00 PM**  
**Roosevelt School Library**

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## **Board of Directors Meeting (public meeting open to all members)**

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

*Please note this following table will be updated with the new board members as soon as their terms become effective (July 2014).*

<b>Directors (Expiring 6/14)</b>		<b>Directors (Expiring 6/15)</b>		<b>Non-Voting Members</b>	
✓	<i>Tammi Flemming ~ REEF Treasurer</i>	✓	<i>Gina Andrews</i>	✓	<i>Dr. Donna Ronzone ~ Principal</i>
✓	<i>Sabrina Koceman ~ Assist. President</i>	✓	<i>Chris Davis ~ REEF Secretary</i>	✓	<i>Alison Throop ~ Teacher Liaison</i>
	<i>Nancy Mixon</i>		<i>Lisa Hall</i>		
✓	<i>Stella Pynn</i>	✓	<i>Eric Jensen</i>		
✓	<i>Eric Sanchez~ REEF President</i>	✓	<i>Jeff Peterson</i>		
✓	<i>Eric Schenker</i>				
✓	<i>Kristin Story</i>				

### **I. Welcome/Roll Call:**

- Meeting began at 5:37 PM. Eric Sanchez led the meeting. Chris led the board member roll call to establish quorum. This meeting is Eric Sanchez’s last meeting as REEF President and board member, after this meeting he resigns his board seat. Sabrina will step in as the interim REEF President until June 30<sup>th</sup>.

### **II. Treasurer’s Financial Report:**

- Tammi summarized the financials. There is \$156K in checking, \$69K in money market. \$125K actual deposit for Rose Run.
- \$60K spent for computer upgrade. Eric Schenker says it would be good to find out the actual cost of the lab upgrade. Dr. Ronzone can find this number. Eric Schenker says this should be made as part of the record so we know how much it cost, for future planning purposes. REEF donated \$60K but the cost was slightly higher.
- Checks for approval – \$39K for curriculum specialists for next year. Checks for childcare, translation, rose run, teacher expenses, mariachi, 2<sup>nd</sup> payment for ASAP all equal about \$58,822.

- 6<sup>th</sup> grade is negative approximately \$600 but because of donations collected for the Getty trip (approximately \$700 to deposit), they will end up positive.
- 5<sup>th</sup> grade – negative \$1,500
- 4<sup>th</sup> grade – positive \$13K
- Eric Jensen motioned to approve the financials, Sabrina seconded the motion, all board members voted to approve the financial reports.
- Table the discussion regarding identification of the new check signers for next board meeting once the new board members here. Gina & Stella are available signers until then.

### **III. Open Discussion:**

- Open Discussion to address concerns raised at the April 30th REEF Meeting. Eric Sanchez said that there is no agenda for this discussion, anyone who want to start off can.
- Several members expressed confusion about the concerns that were raised by Dr. Ronzone at the April 30<sup>th</sup> meeting. Some board members seemed to know what was going on and some members felt “out of the loop” and did not know where the concerns raised were coming from.
- Some members also expressed concerns about how disjointed and divisive this year’s board has become. We have not been working cooperatively together, or with Dr. Ronzone and Staff. The general sentiment expressed was that the board needs to get back on track and work together.
- Several board members participated in the discussion and the key messages that came out of this discussion is that (1) we need to work together as a board and the overall tone of communication needs to be positive and respectful, (2) the board needs to follow the bylaws (for example posting the agenda 5 days before a REEF meeting), (3) there needs to be transparency.
- Eric Schenker asked if Dr. Ronzone had anything to add. She responded that the board is talking which is good. She also mentioned that it might be a good time to revisit the bylaws, and it would be a good idea to put this topic on the agenda because some things have changed.
- Board of Directions meeting adjourned at 6:27 PM.

### **General Membership Meeting (6:30 – 8:00)**

- General membership meeting officially started at 6:27 PM with a welcome address by Eric Sanchez.

### **IV. Annual Fund Update:**

- Eric Jensen gave an annual fund update. Annual fund is expected to raise \$85,000 - \$90,000 by the end of the year. Ending the year with 20% more participation from individual contributors.
- The challenge for next year is that \$42K (approximately 20% of fundraising) was given this year (Rose Run and Annual Fund) from the graduating 6<sup>th</sup> grade class.
- Paypal contributions this year was a positive, the good thing with paypal is that it continues until you opt out. Donors do not have to resign up for next year.

- Goal for next year is \$90K
- Kindergarten, 5<sup>th</sup> grade & 6<sup>th</sup> grade participation needs to be a bigger focus.
- Kinder Tea and Ice Cream social could be a good opportunity for getting the word out about the Annual Fund.
- Poker Tournament money raised this year went to the Annual Fund, next year the Poker Tournament committee (Marc Flick and Matt Davis) expect to raise roughly \$9K.

#### **V. Meeting Minutes:**

- April 30<sup>th</sup> draft not-approved meeting minutes were posted to eblast and circulated to the board for review and comment. A few minor edits were incorporated. No questions were raised at the meeting about the minutes. Kristin motioned to approve the April 30<sup>th</sup> meeting minutes, Stella seconded the motion, all board members voted to approve the meeting minutes.

#### **VI. Rose Run Update (Twila & Jen)**

- In 2009 Rose Run had 49% participation and in 2012 participation went to 71%
- In 2012 T-shirts were provided for the entire school
- Began recognizing 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place – 100 kids get a medal at the assembly up there. Everybody participates, everyone gets something.
- 1097 more laps this year.
- Twila & Jen are stepping down from Rose Run chairs. There have been no volunteers to replace them yet.

#### **VII. REEF Election Process (Stella & Eric Schenker)**

- There were 12 candidates, with 11 seats open, Eric Sanchez has resigned his seat, so all candidates have been accepted.
- We have to fill four 1-year seats
- We will have a meeting in June to elect board positions for next year.
- Eric Schenker mentioned that Kristin Kirby helped out with the election process as an independent observer. For next year, members running for the board should not be appointed to the election committee.

#### **VIII. Carnival (Sabrina & Emily)**

- Carnival brought in \$8700. The food this year was amazing. Sabrina asked for a list of names of those who helped with the food. They donated all the food, and did not submit expenses.
- Suggestion was made to order less pizza next year, so more people will order the food.

#### **IX. Yearbook (Anabella)**

- Anabella has done the yearbook the last 2 years, it's a huge job. Looking for a volunteer for next year. Need more volunteers
- Haydee & Carmen volunteered to do the billing portion.

## **X. Budget Survey (Eric Schenker)**

- Eric Schenker provided a summary of the paper and electronic surveys returned so far.
- Late spring we need to have a preliminary budget meeting according to the bylaws. The board decided to set the preliminary budget meeting for June 12<sup>th</sup>.

## **XI. Principals Report (Dr. Ronzone)**

- There will be a lot of Teacher professional development happening over the summer.
- Regarding the budget survey – teachers also prioritized items. Top 3 categories: 1) Classroom supplies \$10 per kid, 2) Grade level money for special events, 3) Curriculum specialists.
- Parcel tax money can only be spent on technology. This a roughly \$20K
- So far for next year we have 654 students enrolled. This year by contrast we had 634 students. During Dr. Ronzone’s first at Roosevelt there were 510 students.
- For next year there will be no layoffs, but we do have retirees/resignations. Even though enrollment is increasing, we don't see the need to hire an additional teacher. We will be hiring 2 teachers to replace the retiring Becky Beiley and Ermila Moodley who resigned.
- Roosevelt received an award for raising academic student achievement.
- Math Super-Bowl will be held tomorrow.

## **XII. Other Topics Discussed:**

- Carmen Geiler asked a question about the budget. Can the \$200 we didn’t spend on the Kindergarten Garden this year be used for next year’s program? The answer from Tammi was that budgeted funds if not used do not carry over to the next year. But if you need more money for next year’s program, then add that to your proposal for consideration during development for next year’s budget.
- June 11th – REEF meeting to discuss bylaws (process of amending, suggestions of items that need amending, etc), election of officers for 2014-15 (President, Secretary, Treasurer), and filling of empty committee chair positions (5:30-7:30 Library).
- June 12th – REEF meeting to discuss and establish a preliminary budget for 2014-15 (5:30-7:30 Library).

***Meeting Adjourned at 7:47 PM***