

REEF BOARD MEETING MINUTES

**June 12, 2014
5:30 PM – 7:30 PM**

REEF Budget Committee Meeting (public meeting open to all members)

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

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

I. Welcome/Roll Call

- Meeting began at 5:35 pm. Chris circulated the meeting sign-in sheet and did a board member roll call.
- New board members for 2014/2015 in attendance included: Kent Mixon and Douglas Throop. The New board members term is effective July 1st 2014.
- Three additional REEF members were present: George Polchin, Twila Douglas, and Jen Brown.

II. Budget Committee Discussion

- Defined the members of the Budget Committee as Principal (Dr. Ronzone) President (Sabrina), Treasure (Tammi), and three REEF members: Chris Davis, Eric Schenker, and Stella Pynn.
- Emilio Handall was at the meeting, and he mentioned that Roosevelt qualified for Title 1 funding for next year, which means Roosevelt may get roughly \$30K of targeted money that has to be spent in very specific ways, typically used for Reading intervention.
- Annual Fund: There was discussion about taking out the Poker Tournament funds and keep that separate from the Annual Fund. There was discussion about how to budget for the Annual Fund and Rose Run for 2014/2015.
- Revenue Amounts to be used in 2014/2015 Budget: There was much discussion on this with no conclusion reached. Eric Schenker and Kent Mixon discussed that the

revenue amounts used for the 2014/2015 budget should be based on the amounts actually collected in 2013/2014 - in other words our spending should be primarily based on what has been brought in last year. Eric Schenker suggested the 2014/2015 budget parenthetically disclose amounts we hope to raise in 2014/2015 fundraising efforts since those results do not relate at all to 2014/2015 spending amounts. Tammi Flemming was in favor of keeping the reporting the same, as in the past, which is to present anticipated 2014/2015 collections (which will determine 2015/2016 spending) against 2014/2015 spending.

- Jen mentioned that we need to be mindful that we are losing two very high donor families.
- According to the bylaws the board is to allow a reserve fund to cover unbudgeted items and emergencies. This year we used Reserve Funds to upgrade the computer lab (considered an unbudgeted item).
- Specialists Salaries: \$189K for 7 specialists, on average \$25K - \$27K per curriculum specialist.
- Teacher survey results: 21 respondents, top things that were important to teachers that REEF funds were 1) instructional \$10 per student (\$6,300), 2) grade level enrichment, 3) curriculum specialists, 4) 6th grade science camp, 5) art supplies, 6) art support, 7) cultural arts.
- Parent survey results: 1) curriculum specialists, 2) art support, 3) computer technology support, 4) science support, 5) classroom supplies 6) class events, 7) grade level enrichment, 8) PE support, 9) cultural arts, 10) 6th grade science camp, 11) read with Roosevelt, 12) Kindergarten Garden, 13) 6th grade graduation, 14) socials, 14) student education subscriptions.
- Now that we are title 1 – we are eligible for ICAN funds (which fund the schools most in need).
- Dr. Ronzone said that there were 5 specialists this year that she would like to hire back for next year if possible. That would require a \$125K-\$135K commitment in the budget. This would leave roughly \$83K left for the other programs.
- The following budget costs were considered during the budget discussion:
 - \$25K for Art
 - Cultural Arts – scheduling 4 or 5 - \$5,000
 - Character Counts - \$1,000
 - Extra-curricular enrichment - \$500
 - Family Nights - \$2,000
 - Kindergarten - \$200
 - Read with Roosevelt - \$400
 - 6th grade promotion/BBQ - \$700
 - Teacher/Staff Appreciation - \$300
 - Classroom - \$6,100
 - Grade level – \$900 per grade \$6,300
 - PE Supplies - \$3,000
 - Kinder event - \$800
 - 1st grade - \$800
 - 2nd grade - \$800
 - 3rd grade – \$800

- 4thgrade - \$800
- 5th grade - \$800
- 6th grade - \$800
- 6th grade science camp - \$7,200
- Coffee changed to box tops postage - \$200
- Board meetings (custodial, translator, childcare) - \$1,845
- Hospitality - \$1,200
- Office supplies – \$500
- Misc. – prizes for cafeteria – delete
- Thurs folder – zero this year – we have enough for next year
- With these preliminary budget costs considered this puts us at roughly negative \$38K

III. Other Topics Discussed

- Eric Schenker asked how we are doing regarding pursuing Grants, noting Washington received a \$7500 from the Santa Barbara Bowl Foundation for fine arts and Franklin received a grant from QAD for computer technology.
- Dr. Ronzone and Jen Brown both explained that grants very hard to get for Roosevelt. Roosevelt does not qualify for many grants. The committee agreed to put this topic on the agenda for next meeting to figure out a process for going after certain grants.
- Alison and Dr. Ronzone brought up the idea of potentially hiring a part-time district approved art teacher. A part-time art teacher would cost \$45K. If this is a possibility then this may alleviate many of the concerns parents had this past year with respect to art. This topic requires more discussion from the budget committee.
- Future agenda item – If we budget for a part-time art teacher, why not do the same for a part-time computer teacher.
- Suggestion from George for the budget committee is to move the larger line items (that cost the most) to the top of the list and work your way down from there.
- At 8:20 PM Eric Schenker made motion to adjourn, Chris seconded the motion, all members voted in favor.

Meeting Adjourned at 8:20 PM.