

SunRidge Educational Foundation
Meeting Minutes for **Tuesday, 2-28-23**
Meeting Location: **SEF Zoom Room**

Roll Call

6pm-7:30

I. Establishment of Quorum

Present: **Robert, Dale, Cheryl, Sarah**

Apologies:

Guests: **Karen, Beau Anderson**

II. Review of minutes from 1/24/23 – Minutes approved Cheryl/Robert 4-0

III. Review of agenda – Dale/Sarah 4-0

IV. Correspondence

Bank statements and lawyer billing only.

Open Session:

Public notice: Audience participation is welcome and encouraged. The President will recognize those members of the audience who wish to speak and may set a time limit on each person's remarks if necessary. Usually the President will ask the audience for their remarks after individual Board members have had an opportunity to speak.

Karen spoke about getting camera supervision on campus, after something that happened over our February break.

V. Business

1) Follow-up on Action Items

Accounts

Ongoing Opportunity 9/3: We want to close Wells Fargo Advisors shares account (Apple stock only) because they charge us \$200 per annum in "admin" fees. This could result in saving that money if we can find a no-fee manager.

2) Fundraising, Funds and Revenue for 2022-2023

Grants: New and Existing

Teachers applied for CRTA (California Retired Teachers' Association). At least two teachers applied for Mark Sell Rotary Grants (up to \$500). The Snapdragon Library grant can be applied for; as can the Whole Food grant in March. **Dale** will be in touch with Dianne and Sorrel to resubmit those.

Ongoing: Dale continues to maintain grant timelines available (locally, regionally, state-wide) with timelines for applications. This document can be found in the “SunRidge Ed Foundation” shared Google Drive, along with other documents the Foundation uses. There also is a “Needs Flow” document which can steer needs toward funding sources, and a collection of successful grant application materials.

Action: Sebastopol Rotary Club - Robert would like to go to one of their meetings.

New parent involvement

There were four names of parents interested in the Parent Council. Sarah also mentioned there was a parent interested in the Foundation.

Heather suggested we hold a Community day, where families were invited to bring kids to play, perhaps at SunRidge, and there was food and the opportunity to learn about our governance bodies. We’re looking at dates, and could plan this for the future.

Stove

The stove will be stored in the maintenance shed until we find the solution. We are deferring action on the stove until after the auction.

Postponed Action: Sarah asked Sorrel to call a contractor to come out and draw up a proposal for installation in the earth lab. We can approve hours for Sorrel; approval from RESIG, we’d need contact with Sebastopol Union / Tombe Realty, a contractor’s appraisal.

Spirit Wear / Bonfire

This fundraiser idea could be of year-long use to the Foundation. Perhaps 6th grade could adopt this as their class fundraiser to replace their hot lunch fundraiser.

Investments and Borrowing

We invested \$200,000 in a 1-year CD with Redwood Credit Union for a 2.75% interest rate, which matures 9/2023.

Cheryl learned that Community First Credit Union is offering .05% CD, so we are looking at investing 100K (currently in RCU Money Market) into this.

Pledge program

Pledge has a goal of \$225K. We plan to broadcast to the community the “fair share” pledge for each class in the next bulletin. We also can restate the bonus the Foundation awards for full participation.

In January, Brian spoke to our pledge situation, to change the website to solicit donations in a way that makes it easy to find, designates levels of pledging in an optimized manner for us, and other

improvements.

Motion: Robert/Dale moved that a matching program be ran for a month up to 2/23 (extended to 2/28 through email by SEF members) for the first \$23K raised in pledges. Donations are doubled by the Foundation. Approved 5-0.

Walk-A-Thon/Move-A-Thon

Sarah put in many organizing and volunteer community outreach hours for the Move-A-Thon. **Dale** helped with the actual day of the event planning and logistics. The event grossed over \$25,000, an overwhelming success by any measure in its 1st year. We got 9 sponsors for the t-shirts, paying for them; 4th grade achieved most laps; 2nd grade raised most money.

Motion: Robert/Dale 5-0 moves to approve no more than \$400 for supplies for the Move-A-Thon. Likewise, this expenditure will be offset by proceeds. Popcorn party for 4th grade supplies ran under \$75; pizza party was also completed with 2nd grade.

Auction

Diedra will take over the data entry side. We are tentatively setting it for March 9th to 23rd. Sarah is doing procurement, and **Bonnie Hill** is helping with advertising as well.

Ongoing Action: We'll need to continue to find new energy and people next year to fill our ranks for running the auction, specifically to manage the BiddingForGood website (email blasts, closeout, writeup), and other tasks (data entry).

We'd like to spend some of the auction money raised last year to install air conditioning in the math and music, handwork, art and aftercare rooms. Also, a new kitchen or food truck/trailer is a focus for planning and spending. Science tables and locking cabinets were also discussed.

Air conditioning in Math/Music rooms

Robert will continue to follow up with the HVAC associate (Jonas) of Green Lief Energy who came and made an assessment.

Action: Robert will follow up with Jonathon.

Action: We could also explore grants for energy compliance and local energy agencies that could ask for help from the community.

Escrip

Action taken: **Sarah** tabled for a week out front, engaging parents on Escrip, upcoming donations for the auction, and Foundation involvement opportunities. **Dale** stopped by a few mornings to try and draw interest with circus hand arts. Many parents were interested in supporting the school through Escrip, and we should see a bump.

Paypal

We can add Paypal to our list of Scrip and Amazon Smile, etc. for electronic donations.

Action: Cheryl will meet with Tina to get a paypal link on our website. Still working on it.

Neighbor donation

The donation from the neighbor for site improvement was \$5000, and we'd like to fund some project this year so we can get back to the donor and let them know how their donation was spent.

New projects for 2022-23?

Sarah mentioned an idea about an adopt-a-plot type program for the garden, where the Foundation might fund the materials.

Waste Wizards

The gardening program submitted a proposal for \$1610 to implement a waste reduction program. We approved, 5-0 Dale/Robert, the proposal. The supplies were purchased, an assembly presenting the program was held last Friday, in-class presentations are happening this week, and the program is starting next week. This is a big win for our school and students, to learn how to take care of their waste generation in a responsible manner.

New requests

Ms. Sasha Prosser (Morningstar Kindergarten Teacher) is taking a medical leave of 6 weeks, and is asking that the long-term substitute teacher, whom she wishes to train, be compensated for additional training time, above the normal substitute rate. The funds have been identified to come out of the already-approved professional development fund.

3) Funding allocations for 2022-2023

Budget

\$20,000 is allotted for School Needs: \$16,500 for professional development, \$1,500 for End of Year teacher reimbursements, and \$2,000 Directors' Fund. \$5,000 was for school improvement projects. \$3,000 is allotted for regular yearly costs - such as Bidding For Good, etc.

Athletic program support

Motion: Last month Dale requested help from the Foundation with increasing costs of maintaining membership and participating in the Middle School Sports League. Robert/Sarah moved 4-0 to fund the athletic program by \$1500 this year and \$1000 each year to support our league's increasing fees and fewer payments.

Financial position

Cheryl gave us an update on our budget and expenditures.

Library books

Dianne Namkung, our librarian (and former teacher) purchased \$375 of books for the library.

4) SEF Website

Opportunity: Someone who is interested in managing it (through Weebly).

5) Board Members

Recruitment and Membership

Process: We're asking potential members to attend 1 meeting. We are also requesting a written explanation of reason(s) why they'd like to join. Then the Foundation votes.

Ongoing Action: **All** continue to seek out new parents that may be interested in joining the board.

Action: Robert will writeup text for Hassanah and Francois's achievement award, and get that to Sarah. We are looking to order a plaque to inscribe Hassanah's and Francois' contributions to the Foundation and school. We are considering a merging of this idea with an auction volunteer gathering, after Spring Break, or April 7th.

Action: 2/28 We'll need to remove her name from the bank accounts.

6) Items added to the meeting

7) Next Meeting / Close

Tuesday, February 28th @ 6pm-7:30pm

Tracking:

Ways for families to sponsor/adopt a space on campus

How to install the bought tents for Fall 2021 for shaded eating/instruction areas

Potential members outreach: Crystal Loudon (Tara), parent meetings, personal conversations, Jacob (1st grade)

Crowdfunding - ideas

Donating stock to school as an option for fundraising

Reaching out to parent meetings - what our talking points are

Bike tune-up day?

Files in shared Google Drive:

Needs Flow - when a need comes to the SEF, how should it be directed for funding?

Grant opportunities, information and deadlines

Sample grants that were funded

Minutes

Agendas