



Loma Portal Foundation

3341 Browning St
San Diego, CA 92106-1599
619-223-1683

OFFICERS

Sari Hartman
President

Dain Middleton
Vice President

Valerie McClain
Secretary

Erin Paulson
Treasurer

Mark Morici
Principal

LOMA PORTAL FOUNDATION Regular Meeting Agenda January 10th, 2024 6:00 PM

STANDING AGENDA:

- CALL TO ORDER - *Sari Hartman*
- APPROVAL OF SECRETARY'S 10/11/2023 MINUTES - *Valerie McClain*
- PRINCIPAL'S REPORT - *Mr. Morici*
- PRESIDENT'S REPORT - *Sari Hartman*

OLD BUSINESS:

- MONSTER BASH - *Laureene Buck*
- TAKE A VET TO SCHOOL DAY - *Devon Gaudet*
- HOLIDAY FOOD DRIVE - *Sari Hartman*
- HOLIDAY SHOP - *Dain Middleton*

NEW BUSINESS:

- FAMILY DANCE - *Amy Kinseth*
- BOOK FAIR - *Katie McGinness*
- 2024 AUCTION - *Sari Hartman*
- VARIETY SHOW - *Sari Hartman*
- UPDATED CALENDAR - *Sari Hartman*
- YEARBOOK - *Nancy Graham*

OPEN DISCUSSION:



**LOMA PORTAL FOUNDATION 501(c)3
PROPOSED BUDGET 2023-2024**

Balances updated	1/5/24
Checking	\$ 51,242.76
Savings	\$ 75,000.00
CD @ 4.08% (3/24)	\$ 127,057.58
Total	\$ 253,300.34

2023/2024 Foundation Expenses	Proposed Expense	Actual Expense
Administrative	\$ 3,700.00	\$ 1,315.20
Counseling Support	\$ 1,000.00	\$ 914.30
Educational Software	\$ 4,000.00	\$ -
Family Fitness Night	\$ 2,000.00	\$ 1,797.00
Field Trips & Bus Rentals	\$ 9,500.00	\$ 1,885.00
Foundation Support	\$ 3,300.00	\$ 1,546.36
Funda A Need - Assembly Upgrades	\$ 10,700.00	
Funding Requests	\$ 10,000.00	\$ 1,757.32
Garden	\$ 1,000.00	
Guidance Support	\$ 2,000.00	\$ -
Janitorial Support	\$ 500.00	\$ -
Library Support	\$ 2,000.00	\$ 1,530.94
Military & Veteran Appreciation	\$ 1,000.00	\$ 153.67
Music Program	\$ 24,000.00	\$ 1,300.00
PE Support	\$ 1,000.00	\$ 621.40
Printer Maintenance	\$ 1,000.00	\$ 611.52
Run For Life	\$ 3,000.00	\$ 713.79
Staff Appreciation	\$ 4,000.00	\$ 1,932.22
STEAM Support	\$ 1,000.00	\$ -
Teacher - Reimbursement (\$500/class)	\$ 8,000.00	\$ 1,323.00
Teacher - Salaries (Library, STEAM)	\$ 40,000.00	\$ -
Volunteer Appreciation	\$ 750.00	\$ -
Total Expenses	\$ 133,450.00	\$ 17,401.72

2023/2024 Fundraising - Events	Proposed Gross Income	Proposed Expense	Proposed NET Income	Actual Gross Income	Actual Expense	Actual NET Income
Auction Gala	\$ 50,000.00	\$ 20,000.00	\$ 30,000.00		\$ 9,646.29	\$ (9,646.29)
Book Fair	\$ 12,000.00	\$ 9,500.00	\$ 2,500.00	\$ -	\$ -	\$ -
Holiday Gift Shop	\$ 6,000.00	\$ 5,000.00	\$ 1,000.00	\$ 7,762.00	\$ 6,203.20	\$ 1,558.80
Jog-A-Thon	\$ 75,000.00	\$ 25,000.00	\$ 50,000.00	\$ 81,475.85	\$ 27,826.30	\$ 53,649.55
Monster Bash	\$ 18,000.00	\$ 14,000.00	\$ 4,000.00	\$ 19,612.00	\$ 16,439.33	\$ 3,172.67
Movie Night	\$ -	\$ -	\$ -			\$ -
Silver Graphics	\$ 7,500.00	\$ 5,000.00	\$ 2,500.00	\$ -	\$ -	\$ -
Variety Show	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
Fundraising - Ongoing						
Annual Giving	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 12,436.75	\$ -	\$ 12,436.75
Dad's Club	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 2,895.00	\$ 1,180.46	\$ 1,714.54
Family Dinner Nights / Menchie's	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 1,152.24	\$ -	\$ 1,152.24
*Fourth Grade Fund	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 1,873.71	\$ 442.44	\$ 1,431.27
Giveback Programs	\$ 1,400.00	\$ -	\$ 1,400.00	\$ 850.00	\$ -	\$ 850.00
Legacy Bricks	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
Logowear	\$ 3,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,927.00	\$ 2,488.90	\$ (561.90)
Marquee	\$ 750.00	\$ -	\$ 750.00	\$ 200.00	\$ -	\$ 200.00
Yearbook	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ -	\$ -	\$ -
Total Fundraising	\$ 198,150.00	\$ 89,500.00	\$ 108,650.00	\$ 130,184.55	\$ 64,226.92	\$ 75,603.92

	Gross Income	Expenses	NET Income
Proposed TOTAL	\$ 198,150.00	\$ 222,950.00	\$ (24,800.00)
Actual TOTAL	\$ 130,184.55	\$ 81,628.64	\$ 48,555.91



Loma Portal Foundation

3341 Browning St
San Diego, CA 92106-1599
619-223-1683

OFFICERS

Sari Hartman
President

Dain Middleton
Vice President

Valerie McClain
Secretary

Erin Paulson
Treasurer

Mark Morici
Principal

LOMA PORTAL FOUNDATION Regular Meeting Agenda October 11th, 2023 6:00 PM

STANDING AGENDA:

- CALL TO ORDER - *Sari Hartman*
 - Meeting called to order at 6:01 PM
- APPROVAL OF SECRETARY'S SEP 13th, 2023 MINUTES - *Valerie McClain*
 - Amy Kinseth motions to approve
 - Jessica Voytek seconds
 - General consensus approves minutes
- PRINCIPAL'S REPORT - *Mr. Morici*
 - Enrollment district wide is down as well as LPE (at LPE mostly Kinder is low ~58 where all other grades have ~70); All PL cluster schools are losing a classroom teacher except LPE. Questions were raised about if we know if enrollment in the area is down at private schools as well.
 - LPE IEP caseload is low so we are losing Gina Manning around the end of the month
 - Military Kids Club starts this month; Social group Fridays 1x per month led by Navy Military Liaison, Vanessa Marin
 - Attendance is important; LPE will be starting attendance awards again 1x per month to class with the highest percent attendance; most improved attendance award given (Nov. 3rd is first assembly)
 - Reminder to please complete LCFF forms and now there is a new Federal Impact form; will be coming out in next Principal email update
 - Next SCC Meeting will be held Monday 10/16/2023 at 3PM

OLD BUSINESS:

- JOG-A-THON REVIEW - *Kelley Fielder-Davis*
 - Event was a success; we raised over 53k with almost 90% registration which is more than in years past; Mr. McGinn's class won most of the

classroom prizes and decided they would expand their prize to a popsicle party for the whole school. If anyone has additional feedback please contact Kelley Fielder-Davis at the lomportal.jogathon@gmail.com email address.

- Amy Kinseth asked if the daily email from teachers to parents was impactful as it can be taxing for the staff to do so the group wants to ensure it is effective. The JAT team is taking on the task of understanding the initiatives that were the most impactful to guide the vision of the event in the future.
 - Feedback was given that prize experiences are preferred rather than the toy prizes. Some of the prizes have age limits so the concern was raised that they could be dangerous for the younger students.
 - Suggestion given to allow kids and staff to choose their own t-shirt size
 - An issue was raised that the Fun Run site seemed to have a glitch which emailed previously uploaded individuals which were not wanted to be contacted this year
 - Feedback was given that the 15 minute run time was also well received
- **DAD'S CLUB GAME NIGHT REVIEW - *Jeremy Martin***
 - Successful event with \$1700 raised from 38 attendees to promote their work and keep momentum going for involvement in the school
 - Goal is to hold additional similar events to promote the mission of camaraderie and school community
 - Dad's club is reaching out to city council members to ask for increased community lighting especially for Halloween
 - Dad's club will be starting to sell merchandise with their logo
 - If you have an idea for a need or project around the school please reach out to Jeremy Martin at the Dad's club email address: lpedadsclub@gmail.com

NEW BUSINESS:

- **MONSTER BASH - *Laureene Buck***
 - **DAD'S CLUB UPDATE - *Jeremy Martin*** - Posting Dad's club monster bash flyers around the school to ask for participation in setting up and donating items to the haunted hallway
 - Renting generators will be part of the budget to prevent overloading of the school breakers which happened last year
 - The event will be similar, however, will now have 3 food trucks to help relieve the burden of volunteers to run grill; in addition 4th graders to sell pizza for their promotion fund
 - Wrist bands (cost \$50ea) are also being sold starting online ahead of time only and tickets only will be sold at the event. Feedback was given that the sponsored wristbands for students in need were very well received last year. General consensus agreed this is also a goal of our foundation and will continue this year.
 - Question was asked for how tickets/wristbands could be purchased by non-LPE community members? The event will be posted on Foundation

website with wrist band pre-sales for pick up on the day at will call. There will be no entry fee for the event.

- LPE monster bash trick-or-treat bags will be sold this year
 - This year as a trial staff will be hired along with interns to aid in running the event to reduce the burden on parent volunteers for logistics and due to the increased size of the event. Loma Portal HS Cadets will still run the carnival events.
 - Questions were raised about if we need to raise prizes or have entry fees for adults, however the foundation described how this is a community event. We could potentially raise money, but the primary goal is to keep the event an approachable and affordable community event.
 - Ask for parent volunteers to sign up for the Monster Bash committee if interested through Konstella; volunteers will be contacted soon to be notified of the needs of the event. One item in need of volunteers is doing online wristband sales (2wks ahead) and on campus wristband sales (week of event).
 - Ask to track total # of attendees this year to aid in future years' event planning.
 - Devon updated we have 5 confirmed business sponsors for trick-or-treat tables (glow items encouraged rather than candy). Ask is to spread the word for sponsor tables, please contact Monster Bash email address for recommendations.
- TAKE A VET TO SCHOOL DAY - *Devon Gaudet*
 - Nov. 9th is the date of the event and Devon is the chair; please contact Devon if interested to participate or help plan the event. Forms to participate in assembly or classroom visits will be going out at Military Kids club and will be posted in all Foundation communication channels soon.
 - The plan is to make a thank you video again this year to play at the assembly
 - Refreshments for the veteran volunteers will be provided in Room 10 prior to the event

ADDITIONAL NEW BUSINESS: *Board Member Updates for Upcoming Events Through the End of Year*

- HOLIDAY SHOP - *Dain Middleton*
 - Will be held Dec. 4th-8th and goal is to allow students to have an affordable way to shop for gifts for their family and loved ones
 - Holiday shop will be held in room 24 which requires a clean-up to prepare for the event
 - Watch for updates about volunteer needs and event updates in the coming months
- HOLIDAY FOOD DRIVE - *Sari Hartman*
 - Event is to benefit LPE families specifically; information will be coming out shortly for needs for this event

- GIVE BACK PROGRAMS – *Sari Hartman*
 - An Announcement went out on Loma Lines about several new give back programs including Shoott, etc. These are places that the foundation gets a direct donation after our link is used to make the purchase you were already planning to make.
- SILVER GRAPHICS PROGRAM – *Kelley Murphy-Lyman*
 - Student art is for purchase on household goods which make great gifts. Also, this program allows for purchase of the student art tiles which are posted around campus. Purchase window starts the Monday after Monster Bash
- Parent’s Night Out is being held in December although there is not a formal foundation meeting

OPEN DISCUSSION:

- Jessica Voytek announced the “Friends of Dana and Correia” team is trying to bring back outdoor school so the ask is for 4th grade parents to reach out to Jessica if interested to aid in the effort
- Natalia Perkins asked if we track total amounts raised from each restaurant to aid in knowledge of popular places; not yet, but this is a great suggestion for a retrospective for the year
- Menchies “Family Dinner Night” event is every last Thursday of the month (20% of proceeds donated to the foundation)
- Raglan dinner night is October 17th/18th which includes all food and alcohol sales
- This is the last formal foundation meeting of the year; an informal informational coffee house meeting will be held on 11/03/2023 in Room 10; next full foundation meeting will be held on 01/10/2024

Meeting Adjourned at 7:15PM