



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

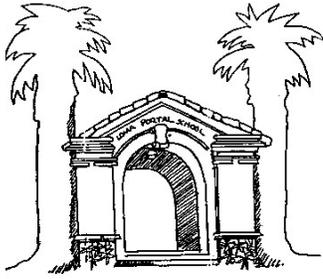
LOMA PORTAL FOUNDATION REGULAR MEETING AGENDA

September 13th, 2023

6:00 PM

AGENDA:

- CALL TO ORDER - *Sari Hartman*
- APPROVAL OF SECRETARY'S JUNE 07, 2023 MINUTES - *Kelly Murphy-Lyman*
- BOARD MEMBER INTRODUCTIONS - *Sari Hartman, Dain Middleton and Erin Paulson*
- OVERVIEW OF FOUNDATION - *Sari Hartman*
- COMMUNICATION TOOLS - *Sari Hartman*
- 2023-2024 BUDGET REVIEW/APPROVAL - *Erin Paulson*
- PRINCIPAL'S REPORT - *Mr. Morici*
- UPCOMING COMMITTEES/VOLUNTEER NEEDS - *Sari Hartman*
- DAD'S CLUB INTRODUCTION AND UPDATE - *Chantz McClain*
- JOG-A-THON PLANNING - *Kelley Fielder*



Loma Portal Foundation

3639 Midway Dr., Suite B, #428
San Diego, CA 92106-1599
619-223-1683 Phone

OFFICERS

Devon Gaudet
President

Sari Hartman
Vice President

Jessica Lawler
Secretary

Erin Paulson
Treasurer

Mark Morici
Principal

MONTHLY MEETING MINUTES

June 7, 2023

6:00 pm

- CALL TO ORDER-Sari
(Devon was not able to attend the last meeting of the year)
- APPROVAL OF SECRETARIES MAY 2023 MINUTES (Kelly Murphy-Lyman subbed in to take the June 2023 minutes in Jessica's place)
 - Amy motioned to approve the minutes
 - Dain Seconds
 - Approved
- PRESIDENT'S REPORT-Sari
 - Sari read the letter Devon sent signing off as outgoing President.
- TREASURER'S REPORT-Erin
 - School year to date we have made over \$19k
 - 2 notable areas where budget expenses were raised were field trips and teacher reimbursements.
 - Field trip budget was fully met. There was a discussion over how to budget the 2023-2024 school year per grade.
 - Teacher reimbursement requests were all turned in but one. All reimbursement requests used almost all of their budget.
 - If any chairs had money left over in their committee budget, the Foundation will be reaching out to them to discuss this next year's budget and what the perceived needs will be.
- PRINCIPAL'S REPORT-Mr. Morici
 - Mr. Morici was not at the meeting. Amy brought up a few items.
 - Ms. Rittenhouse (Kinder) is leaving and new teacher, Ms. Brown, was hired.
 - 2023-2024 Projections are 2 UTK, 3 Kinder, 3 1st, 2.5 3rd and 2.5 4th grade classes.
 - ELAC final meeting had a low attendance. There was a presentation from the district on Summer Learning loss. There were conversations about how we as a school can support our ELAC students. WhatsApp was also discussed.
 - Attendance needs for next year was discussed.

Old Business

1. VOLUNTEER TEA
 - A list of the award recipients will be posted on Loma Lines.
2. FAMILY FITNESS NIGHT
 - Sari asked for feedback on the event. Members discussed what was successful and what changes should be made next year.
 - Next year a Foundation Volunteer Chair is needed to help Mark on this event.

New Business

1. VOLUNTEER NEEDS FOR 2023-2024
 - A committee will be formed for communications. There will be a community involvement volunteer. Guidance will be added as a part of communications committee as well. This will be a point person to help Mindy to give her the support she needs.
 - Communications needs and ideas for improvement was discussed
 - 4th graders will host a family dance that will be student lead to reflect the Leader in Me program.
2. SUMMER MEET UPS
 - Messages were sent out to all grades. The Foundation is looking for chairs to host a summer meet up for certain grades if interested.
3. 2023-2024 BOARD VOTE
 - Amy Motioned to approve the following members for the 2023-2024 Foundation Board:
Sari Hartman, President
Dain Middleton, Vice President
Valerie McClain, Secretary
Erin Paulson, Treasurer
 - Kelly Davis Seconds
 - Approved

Congratulations to the new 2023-2024 Loma Portal Foundation Board!

4. GENERAL DISCUSSION
 - Amy talked about the upcoming Leader in Me program.

Adjournment 7:38pm



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

Balances updated	9/5/23
Checking	\$ 6,751.58
Savings	\$ 75,000.00
CD @ 4.08% (3/24)	\$ 125,370.00
Total	\$ 207,121.58

2023/2024 Foundation Expenses	Proposed Expense	Actual Expense
Administrative	\$ 3,700.00	\$ 1,315.20
Counseling Support	\$ 1,000.00	\$ 437.88
Educational Software	\$ 4,000.00	\$ -
Family Fitness Night	\$ 2,000.00	\$ -
Field Trips & Bus Rentals	\$ 9,500.00	\$ -
Foundation Support	\$ 3,300.00	\$ 1,099.87
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	\$ -
Military & Veteran Appreciation	\$ 1,000.00	\$ -
Music Program	\$ 24,000.00	\$ -
PE Support	\$ 1,000.00	\$ -
Printer Maintenance	\$ 1,000.00	\$ 125.26
Run For Life	\$ 3,000.00	\$ 515.40
Staff Appreciation	\$ 4,000.00	\$ 754.14
STEAM Support	\$ 1,000.00	\$ -
Teacher - Reimbursement (\$500/class)	\$ 8,000.00	\$ 456.31
Teacher - Salaries (Library, STEAM)	\$ 40,000.00	\$ -
Volunteer Appreciation	\$ 750.00	\$ -
Total Expenses	\$ 133,450.00	\$ 6,461.38

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			\$ -
Book Fair	\$ 12,000.00	\$ 9,500.00	\$ 2,500.00	\$ -	\$ -	\$ -
Holiday Gift Shop	\$ 6,000.00	\$ 5,000.00	\$ 1,000.00	\$ -	\$ -	\$ -
Jog-A-Thon	\$ 75,000.00	\$ 25,000.00	\$ 50,000.00	\$ 4,905.00		\$ 4,905.00
Monster Bash	\$ 18,000.00	\$ 14,000.00	\$ 4,000.00		\$ 1,391.45	\$ (1,391.45)
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	\$ -	\$ -	\$ -
Dad's Club	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
Family Dinner Nights / Menchie's	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -
*Fourth Grade Fund	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 312.17	\$ -	\$ 312.17
Giveback Programs	\$ 1,400.00	\$ -	\$ 1,400.00	\$ -	\$ -	\$ -
Legacy Bricks	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
Logowear	\$ 3,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,043.00	\$ 530.00	\$ 513.00
Marquee	\$ 750.00	\$ -	\$ 750.00	\$ 100.00	\$ -	\$ 100.00
Yearbook	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ -	\$ -	\$ -
Total Fundraising	\$ 198,150.00	\$ 89,500.00	\$ 108,650.00	\$ 6,360.17	\$ 1,921.45	\$ 4,438.72

	Gross Income	Expenses	NET Income
Proposed TOTAL	\$ 198,150.00	\$ 222,950.00	\$ (24,800.00)
Actual TOTAL	\$ 6,360.17	\$ 8,382.83	\$ (2,022.66)

Administrative (7)	
Konstella	\$ 700.00
Website domain	\$ 300.00
PO Box	\$ 270.00
QuickBooks	\$ 950.00
Tax Preparation	\$ 650.00
Insurance	\$ 700.00
Annual Registration fees	\$ 130.00
TOTAL	\$ 3,700.00
Educational Software (2)	
BrainPOP	\$ 3,700.00
Starfall	\$ 300.00
TOTAL	\$ 4,000.00
Foundation Support (4)	
Day as a Dolphin	\$ 500.00
Mixer	\$ 500.00
Marketing / Supplies	\$ 2,000.00
PL Cluster Support	\$ 300.00
TOTAL	\$ 3,300.00
Military & Veteran Appreciation (2)	
Take a Vet to School Day	\$ 400.00
Purple Up Day/Month	\$ 600.00
TOTAL	\$ 1,000.00
Teacher Salaries (2)	
STEAM	\$ 20,000.00
Library	\$ 20,000.00
TOTAL	\$ 40,000.00
<i>17 subcategories under 5 expenses</i>	