



# Loma Portal Foundation

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## OFFICERS

*Valerie Lawson*  
President

*Megan Polizzi*  
Vice President

*Kelly Murphy-Lyman*  
Secretary

*Brooke Smith*  
Treasurer

*Mark Morici*  
Principal

## MONTHLY MEETING MINUTES

October 14, 2020

6:00 pm

### CALL TO ORDER-Valerie L.

- General Zoom meeting rules and etiquette were covered.
- The next meeting will be Nov. 4, a week early due to Veteran's day.

### APPROVAL OF SEPTEMBER 2020 SECRETARY'S MINUTES -Kelly

- General Consent to approve the September 2020 Foundation meeting minutes.
- Approved

### TREASURER'S REPORT-Brooke Smith

- Brooke went over current numbers.
- Teacher salaries have not been paid yet.
- We added a PayPal line to the budget, just like square. This will help us track fees accumulating for fundraising.
- The budget includes \$200 per teacher this year as opposed to the \$425 last year. If a teacher has a check request, give them to Tauni. Amy Kinseth requested an email from Brooke so she could distribute this information to teachers.
- Amy said they are actually spending more this year than in the past.
- Jeremy asked if there would be an opportunity to revisit teacher funding if/when we go back to the physical classroom. Valerie stated if we are able to go back to the classroom, we will most certainly be reviewing this again. It would also depend on funding. We are more than happy to support the teachers if we can.
- Caprice mentioned starting a "Go Fund Me" for teachers as opposed to receiving funds thru the foundation. Mark said in the future this may be possible, but it's something we need to meet about due to pending outside factors. He also wouldn't want to put pressure on parents during this tough time.

- Amy mentioned a survey that would say something like, “If parents want to donate, what would teachers want?” Mark said we should also talk about a dollar amount and discuss this with teachers. This is something we can go over next month.
- Valerie reminded everyone that we have to be careful of our savings and what is in our CD’s, as we will need to cover teacher salaries.

#### PRINCIPAL’S REPORT-Mark Morici

- Mark gave every one a quick summary about the Districts Phase 1 of school re-opening physically. The presentation is also posted on the website.
- Becca asked how you identify new students that would be IEP, special needs, etc. Mark said they are still holding student study teams with teachers, staff and parents. Some of those kids will be invited on campus to assess. Special Ed staff will be on site to do this.
- As a cluster in the district, the PL principals work together and meet on this topic. Most PL schools are starting off with Special Education Services.
- There are very strict guidelines for safety and security on site. These procedures will be made public soon.
- Phase 2 is being bargained between teacher’s union and the district. There is no word yet on what that will look like or when.
- No confirmation yet on Gate and SBAC testing, but he is assuming they they will be moving forward with it in the spring.

#### OLD BUSINESS

1. BYLAWS-Megan
  - We went over Bylaws last year but we wanted to send them out again for everyone to look and see if there were any questions or changes anyone would like to make this year.
2. FAMILY DINNER NIGHT-Valerie
  - We have had 3 family dinner nights so far this year. Banh Mi Hoi An raised about \$40. Pizza Nova is giving 50% back and it had a busy turn out. We are waiting on OB Brewery to give us a total. Thank you everyone for supporting all these local businesses.
3. VIRTUAL JOG-A-THON- Brooke and Megan
  - Based on what we can see at this point we made over \$20,000. Participation was low but we expected that. We budgeted to bring in \$15k and it looks like we will make more than that.

- In the past years, we made \$50,000. It's one of our biggest fund raisers of the entire school year. This is another example as to why we are being conservative this year on budget spending.
- Thank you to teachers for sending out the email links and helping us spread the word and get kids and families excited during this time.

## NEW BUSINESS

### 1. Committee needs-Valerie

- Recycling:
  - We still need someone to do recycling. There is a nice clean recycling center in OB and it's a great way for us to raise money.
  - Devon mentioned reaching out to people on sign up genius.
  - Jeremy asked how this works. In the past we would bring recyclable to the volunteer's house. We are not allowed to store recycling on school campus. Anyone who wants to be in charge of this can structure it however works best for them.
  - Becca said we could also do a shout out to parents on Loma Lines. If families return their recyclables themselves, would they like to donate the funds to the Foundation?
  - Jeremy said it might be a potential dads club project and he would discuss it with them.

- Halloween
  - If anyone is interested in being involved with a Halloween themed event this year, let us know. We need many volunteers to pull it off.
- Hospitality
  - This is a great volunteer opportunity and we still need someone to take it over.

### 2. Constant Contact-Valerie

- Becca has spent many hours dealing with constant contact, which is the technology used to send Loma Lines out.
- Last year, the Cluster made a decision not to maintain the Constant Contact account which all Cluster schools were using.
- As of today, we have secured Constant contact, in conjunction with PL High School. We already have all our contacts in the program and will not have to redo it.
- We will now be pre-paying for constant contact for a year. We previously paid \$175 per year to the Cluster. Because PLHS has 7,000 contacts and we have 800 the cost will probably be around \$300, due in

November. Becca will report back with the exact dollar amount.

- We do not need to make a motion since it is not a line item on the budget that has to be approved. It previously came out of Foundation supplies.
- Mark can work with Becca on name databases in order to possibly see which families may like to be added.

### 3. Golf Cart-Valerie

- Tim requested \$1653 for new battery and tires on the golf cart, which is crucial for doing his job. Currently we have \$500 budgeted in janitorial support. In the last 2 years Tim has spent \$500 combined. Last year we had \$1200 budgeted and he spent \$243.
- Amy asked if it would be worth buying a new golf cart. A new cart would cost much more than the funds he is asking for.
- Jeremy mentioned giving him \$2,000 for the year.
- Valerie and Brooke said we can use the extra \$5000 we raised over what we budgeted from Jog a thon. There is already \$500 budgeted for Janitorial supplies.
- Jeremy made a motion for \$2000 for Tim for janitorial support.
- Caprice seconds
- Approved.

### 4. Dad's Club-Jeremy

- Jeremy Martin and Stan Krimmerman are the new Dad's club chairs.
- Jeremy and Mark spoke about doing something in place of Monster Bash/Haunted House this year since we can't have our traditional Halloween celebration. Jeremy reached out to Dad's to get a response. A few dads stepped up but they would need way more manpower to pull it off. They are proposing a drive by event in front of the school for the community.
- Ms. Marcus said Jeremy is welcome to join her class as a Dads club rep to introduce and talk about Halloween. He may be able to drum up volunteers while getting kids excited.
- The proposed date is Thursday Oct 29<sup>th</sup> 5:30-7:30.
- Doing a drive thru event on the black top was mentioned. Mark said it was discussed but putting that type of event together will be too difficult and a safety concern. We will also have people from the community on campus from 10/30-11/3 since Loma Portal is a polling place. This also would make the black top idea not possible.

- In the future, a drive thru event is something to definitely consider.
- Ms. Marcus K/1 combo and all kinder classes are decorating a pumpkin to look like a character. Ms. Marcus mentioned displaying their work at the event.
- The board had also discussed a jack o'lantern and cake decorating contest. If families could send in photos to the newly created Padlet website, we could base votes off that. We could also display winners at the drive by event.
- Jeremy needs enough volunteers by this week in order to pull off this proposed event.

#### 5. Tile Art installation-Jeremy

- Kelly Murphy-Lyman had asked Dad's club if they would be interested in taking over the installation of the kid's tile art on the school wall. This would be a great annual community/legacy project for dad's club.
- The tile art from 2019 still needs to be installed. Currently the Dads Club has a zero-dollar budget. They need tools to prep the wall. Amy mentioned reaching out to the community for tools they would need and maybe someone would donate or lend them.
- Valerie asked what else we would need tools for. Jeremy said in years past we have always needed them, especially for the annual Haunted House.
- Tool storage is a concern. Room 10 is not an option. Maybe a storage crate that would allow Mark or Tim to unlock.
- Dad's club has brought in quite a bit of funds and efforts in the past. It would be nice to have a spending budget for things that do come up. Jeremy said they would be good stewards of the items.

- Kelly said if Dad's club does not want to install the tile this year, her husband's company can install them at no charge. But in the future we need to have a consistent volunteer effort to take this on.
- Amy made a motion to add \$250 to the Dad's club budget line item for 2020.
- Devon made a motion to dedicate up to \$250 for Dad's club for future projects of 2020 and have Hytech tile install the tiles this year.
- Caprice seconds.
- Approved.

#### 6. 4<sup>th</sup> Grade Coordinator-Devon

- Devon will talk to Dain about ordering 4<sup>th</sup> grade t-shirts.

#### 7. Classroom Liaison's-Devon

- Liaison emails are going ok. Parents are super busy. So, if you have information you would like communicated, please give Devon 48 hours advance notice if possible.

8. Red Ribbon Week-Devon
  - Devon has put together a slide show for teachers and liaisons to send out.
  - Every day has a different theme.
  - Dates are 10/26-10/30
  
9. Book Fair-Devon and Leanne
  - Book Fair will be virtual on 11/16-11/29
  - Flyers will be distributed in the next few weeks.
  - The main goal would be to raise enough funds to buy scholastic news next year.
  - A virtual flyer will also be sent out.
  
10. Box Tops-Devon
  - Physical Box Tops are due on 10/31. If you have them, please give them to Devon before 10/23.
  - Currently we have \$44 for the school year. Keep scanning your receipts!

Thank you to Devon for doing so much work for the Foundation!!!

Adjournment 7:33