



# Loma Portal Foundation

3639 Midway Dr., Suite B, #428  
San Diego, CA 92110  
619-860-5600 Phone

## OFFICERS

*Valerie Lawson*  
President

*Devon Gaudet*  
Vice President

*Kelly Murphy-Lyman*  
Secretary

*Brooke Smith*  
Treasurer

*Mark Morici*  
Principal

## MONTHLY MEETING MINUTES

April 13, 2022 6pm  
In person and via zoom

### CALL TO ORDER-Valerie

- There were 14 attendees in person. 4 via zoom.
- The secretary attended via zoom.

### APPROVAL OF SECRETARY'S MINUTES-Kelly

- Dain made a motion to approved March 2022 minutes.
- Erin seconds
- Approved

### TREASURER'S REPORT-Brooke

- The current Budget was emailed to Foundation members for review.
- Erin did our recent internal audit. This audit is something that we have a non-board member check for us, preferably monthly. If anyone is interested volunteering to do a monthly audit, please contact the Board.
- We are still waiting to hear a final teacher salary number from the district from Tauni.
- Teachers, please submit receipts for reimbursement
- We saved \$1,600 by changing to our new tax preparer.
- Variety show numbers are not in yet.

### PRESIDENTS REPORT-Valerie

- We are back and running full speed and thank you to all the volunteers.
- Thank you to Liz for everything she is working so hard to chair.

### PRINCIPAL'S REPORT- Mark Morici

- Mask Policy Update (mask optional now). If your student is having any issues with the new policy, the school is there for support.
  - [Updated SDUSD Procedures](#)
  - [LPE COVID Health/Safety Webpage](#)
  - SDUSD moving towards mandated vaccination for students age 16 or older in 2022-2023
- Tentative 2022-2023 Bell Times and Minimum Days
  - \*Bell Times: 8:20am-2:40pm (12:35pm on Thursdays/Minimum Days)
  - \*Tentative Minimum Days: 11/14-11/18, 12/16, 3/21-3/24, 6/14Students are in school for 54,000 instructional minutes a year.
- Universal TK: There is an email address on the website for questions.
  - Enrollment opens May 2<sup>nd</sup>. There is no pre-enrollment before that date. Currently there are 24 open spots (one class) for UTK next year. If you

don't make the cut, you will be given other options within SD Unified. It is not first come first served. It will be ranked by oldest to youngest kids and children in the Loma Portal community.

- On campus events were discussed  
Dolphin Day of Service  
Variety Show Viewing Party  
Spring Open House/ Art Show - 5/12 5:30-7:00pm  
Family Fitness Night - 6/2 5:30-7:30pm which includes the BMX show.

### **OLD BUSINESS**

1. **FAMILY DINNER NIGHT-** Jenny
  - Next family dinner night is Weds., 4/20 at PL Fish Shop
  - There will be a raffle to win Logo-Wear for those who post pictures on social media with #LPEFamilyDinnerNight
2. **DOLPHIN DAY OF SERVICE-** Jeremy (Mark spoke on Jeremy's behalf)
  - There were around 15 volunteers. Tiles were installed, garden was worked on and little libraries were started.
3. **VARIETY SHOW-** Lizz
  - This was our first on campus community event since Covid. General feedback was really positive about having this as virtual show with a live viewing.
  - Big shout out to Heather Milligan for being our mascot for the evening.
  - We brought in around \$850.
  - A future discussion should be had on a purchase of a screen and lights.
4. **RUN FOR LIFE-**Valerie
  - The mascot name will be announced Friday at Run for Life. If anyone wants to be the mascot on this day, reach out to the Foundation Board.
  - Lap trackers are working well. We are still fine tuning some things and hoping we will have it all worked out by next school year.
  - Anna Dalton has been an amazing help.
  - If you want to volunteer, we can still use some help, especially Friday mornings.

### **NEW BUSINESS**

1. **BOARD POSITIONS-** Devon
  - We advertised requests to fill next year's board positions. Erin has offered to take on treasurer, Jessica secretary, Sari for VP. If you are interested in running for the board position, please reach out to the current Board.
  - We will vote on the new Board at the June meeting. There may be a volunteer recognition at that time assuming we do not have a volunteer luncheon before.
2. **AUCTION-**Sari
  - Doors open at Portuguese hall at 5:30p.m. There will be a buffet, live auction, Fund-A-Need video, Head or Tails, and more. The event will last until 11:30 p.m.
  - The week before, auction items will go online for bid. Nothing will close before the night of. Buy it now prices will be the night of, not before.
  - Thank you, Liz, for doing Teacher features and Class Art! Almost all grades are involved in teacher features. Every class has an art project done.
  - If you have any other donations, please let Sari know.

- If you know people who haven't registered, let them know to do it now. Prices will go up on 4/20.
- 3. NON-PROFIT LEGAL OBLIGATION-Valerie**
- The topic of the Foundation's legal obligation was briefly discussed. It was brought to the Boards attention that as a non-profit PTO our spending needs to be in line with our Mission Statement. We are planning to talk about this more in the future and we are looking for legal advice to make sure we are doing everything properly.
- 4. SPRING ART FESTIVAL/OPEN HOUSE-Lizz**
- This is an on-campus event. Specific format TBD. Schoolwork/art will be posted campus-wide. Art Show by Art Reach will be on the blacktop. Foundation fundraisers will be near the library hosting carnival games.
  - Lizz will talk to Dad's club and see if they want to volunteer on the grill. She will also create a sign-up genius for set up volunteers.
- 5. FUNDING REQUESTS**
- Ms. Marcus requested funding for an Animal Ambassador experience involving the purchase of insects, tadpoles, snails and fish. (See attached request letter). This would be with TK/Kinder students but be available for the entire school to view. The total amount requested was \$125.
    - Catherine motioned to approve up to \$150 for the Animal Ambassadors experience.
    - Dain seconds
    - Approved.
  - Mrs. Polk requested funding for a baby chicken project for the TK/Kinder team. (See attached request letter.) This includes supplies for hatching chicks and eggs. This is in addition to her yearly teacher allotment that the Foundations supplies. It was also made clear that this has to be available for the whole school to view. She is requesting \$132.
    - Dain made a motion to approve \$132 for the chicken project
    - Laureene seconds
    - Approved
- 6. GENERAL DISCUSSION**
- Donation station is tomorrow and Dana has been volunteering to run this every week. Jenny volunteered to take her place this week. This is a really easy volunteer opportunity and it was encouraged to get the word out that we need more volunteers to run it in order to be successful.

Adjournment 7:05 pm