



# Loma Portal Foundation

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## OFFICERS

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*Megan Polizzi*  
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*Kelly Murphy-Lyman*  
Secretary

*Jessica Goetting*  
Treasurer

*Mark Morici*  
Principal

## MONTHLY MEETING MINUTES

February 12, 2020

6:00 pm

### CALL TO ORDER-Valerie L.

### APPROVAL OF SECRETARY'S MINUTES-Kelly L.

- Amy K. motioned to approve the minutes
- Stan seconds
- Approved

### TREASURER'S REPORT-Megan, speaking on Jessica's behalf

- January checks are there to look at for everyone to see.
- Devon motioned to ratify the January expenses as written.
- Dain seconds
- Becca motioned to approve the upcoming February expenses.
- Stan seconds
- Approved
- Up to date Funding Request dollar amounts were also posted for all to see.

### PRESIDENTS REPORT-Valerie

- Since Mark was not present to give a Principals report, Valerie spoke to the Foundation with the newest updates.
- Mark met with district representatives regarding campus updates. Within the next year we are slated for upgrades to play structure matting, blacktop resurfacing, new paint on blacktop, and upgrading ALL student bathrooms. Within 3 years, all SD Unified schools will be receiving water bottle refill stations. If we did decide to pay for a station now, it could take 1-2 years alone going thru the district. Mark does not want to go outside of the district for installing the water bottle refill stations.
- Mark now has a district contact and forms for "campus self-help". If this sparks interest, Mark is looking for a volunteer to head campus beautification. If you want to get involved, please contact Mark.

- Kinder sheds (one broken and one still good). The good shed will go to Garden, the broken one is being trashed.

### **OLD BUSINESS**

1. FAMILY DINNER NIGHT-Brooke S.
  - The Foundation received \$179.98 from Bahn Mi
  - There is still no total from Mitch's.
  - Chik-Fil-A is the next family dinner night coming up on 2/27.
2. WINSTONS FUNDRAISER-Valerie
  - This fundraiser was a super fun event!
  - The band donated \$1,551 to LPE
  - Stan asked if we can do something in gratitude for Pete Mechaes
  - Winstons loved having us and encouraged us to come back.
  - Pete expressed that he would like the money set aside for Dad's club and Music program.
  - Liz Sather motioned to put \$775.50 to Dads club and \$775.50 to music program
  - Caprice seconds
  - Approved

### **NEW BUSINESS**

3. VARIETY SHOW-Ashley and Dain
  - Everything is going well.
  - There are less acts than last year but still a full show.
  - A sign-up genius was created to volunteer at this event.
  - It was encouraged to let parents know what time their child's acts are scheduled so they can volunteer at the event at a different time slot.
  - Pizza and snacks will be served.
  - Dad's club is welcome to do the shopping for food.

#### 4. AUCTION-Sam and Kelly D.

- Many donations have already come in.
- There may be a cap on ticket sales due to how many have been sold.
- The Auction Committee announced there will not be a “Fund A Need” this year.
- A general concern by the Auction committee was brought up that there are parents not aware of what the Foundation has spent money on and plans to spend money on.
- This concern was addressed by the board and other present foundation members. Examples and location of where anyone can find information on what the Foundation supports was given.
- It was also decided that the foundation will be more proactive about communicating when and what monies are spent on.
- The group was reminded that there is always a process on spending monies and that sometimes it takes time. In example, Music, Library and computer teacher salaries are due at the beginning of the school year.
- Becca cautioned not raising money on our biggest fund raiser of the year. We will spend at least \$150k this year alone and the information of what we fund is publicly available for anyone to see.
- Amy K. said for previous years the beautiful “Fund A Need” video at the Auction draws a lot of attention. What if we did a video that highlighted what the Foundation has spent to date? This could be done by the 4<sup>th</sup> graders since the 4<sup>th</sup> grade STEAM focus level is on digital media.
- The discussion turned to STEAM funding. Mindy pointed out that Steam is always being integrated into classrooms, not just a specific room. Just because parents don’t see the STEAM lab, does not mean that the funds weren’t put towards the curriculum. In example, ozo bots for kinder, lego robotics, digital media tools for 4<sup>th</sup> grade, among other items.
- The Foundation/School is working on moving the current physical space for STEAM to a more long-term location on campus.
- Everything we fund is on the Foundation website, as well as Foundation meeting minutes posted monthly. It is also visible at every Foundation meeting and is very transparent.
- If there are questions or concerns, please always feel free to email the board at [lomaportal.school@gmail.com](mailto:lomaportal.school@gmail.com) or [mmorici@sandi.net](mailto:mmorici@sandi.net).

#### 5. BOX TOPS- Devon

- The last day to turn in box tops is March 18<sup>th</sup>.
- Up to date, almost \$600 has been raised thru the app and clipped box tops.
- Reminder, when you scan, if the app doesn't read it correctly, report it on the app.
- Devon is still trying to navigate how to do a classroom competition within the app.
- Don't throw out clippable box tops yet! They are still accepting them!

#### 6. BOOK FAIR- Devon

- There is a volunteer sign up created for the 3/2-3/6 Book Fair event.
- It will be a jungle theme. Set up is set for Friday before the event. Teacher preview on 2/28.

#### 7. GREAT SCHOOLS SCORE-Daniela

- Daniela spoke of her concern with the way the Great School scores are broken down and why the scores aren't as high as they should be.
- It was explained by the board that something such as the Great Schools score is more of a school site topic. Although the Foundation would support ways to improve the score, concerns and questions should be addressed to Mark.
- This will all be discussed at the next Principals coffee.
- The topic was explained by an email from Mark on how the score can be misleading. In example the score says LPE suspension rate for students with disabilities is 15%, yet there have been zero suspensions this year.
- Amy K., the SSC chair, noted that the achievement gap is affects district, state, and nationwide. Our school is currently working on improving this.
- The discussion led to how the Foundation could fund additional support, if approved by Mark and the Foundation.
- The board reminded everyone that the Foundation approved \$4,000 last year for ESL support, showing that we are supporting school goals.
- Becca would like to reiterate to Mark that the Foundation would like to continue to be there for financial support.
- Valerie mentioned another way to help is to go to Great Schools website and rate our school.
- Amy K. said that CDE.CA.Gov is a much more reliable and accurate website

for school scores.

- Jeremy noted there is also an ESL advisory committee held monthly where maybe Mark can report back to Foundation meetings.

## 8. FUNDING REQUESTS-Valerie

### ➤ Time for Kids Magazine-Erika Lundeen 2/3 combo

- Time for Kids is a weekly newspaper (per student) with current issues and grade level curriculum with supplemental desk work and assessments. It supports the non-fiction Common Core Standards for grades 2/3. It will be introduced as a shared reading with the whole class. It supports reading, speaking, and listening skills state standards. Independent work on the back of the newspaper can be used throughout the week and sent home for further reading.
- Total cost \$82.
- Number of Students affected: 23
- Becca motioned to approve
- Stan seconds
- Approved

### ➤ Printer-Carrie Jiampa/Kindergarten

- The color printer in room 8 is broken due to painters this past summer.
- Carrie uses the color printer to create centers for the students, including helping learn the alphabet. She uses color copies on permanent things that are used for the entire year or multiple years.
- Total cost: \$140
- Number of students affected: 24
- Devon Motioned to approve the printer for Mrs. Jiampa
- Daniela Seconds
- Approved
- Valerie noted that Mark is hesitant to continue having the Foundation fund printers and color ink due to the history of the issues with them.

➤ Third Grade Field Trip-Reyna Turner/3<sup>rd</sup> grade

- Four 3<sup>rd</sup> grade classes will take a field trip to the Fleet Science Center where they will take part in a hands-on 90 minute workshop called Engineering by Design. Students will work in groups as they experience what it is like to be an engineer. They will plan, build, and test solutions to a unique challenge as they explore the scientific method and engineering process. The students will also have time to explore the rest of the museum. The trip supports STEAM focus as well as Next Generation Science Standards for 3<sup>rd</sup> grade. The workshop provides enrichment and supports the 3<sup>rd</sup> grade writing standards as well as VAPA standards.
- Total cost: \$1,140
- Total students affected: 100
- Becca said that the teachers should be consistent about how this funding is requested since some teachers ask for parents to pay part of a field trip and some don't.
- Amy K. said she can communicate to the teachers about consistency in the future when asking for funds.
- In the past, most teachers have asked the Foundation to pay for half of the field trip cost. The Foundation provides the funds that cover the bus transportation fees.
- Caprice made a motion for the Foundation to fund the Fleet Center field trip.
- Becca seconds
- Approved

➤ Third Grade Comic Workshop-Reyna Turner/3<sup>rd</sup> grade

- Third grade Little Fish Comic Book Studio comic creation, by Alonso Nunez (exec. Director and lead instructor), will teach a 1-hour workshop to each of the 3<sup>rd</sup> grade classes. The workshop will have students create a 4-panel comic based on their Fairy Tale writing unit that follows a story arc. The students will benefit by having an opportunity to express their writing in a different format, creating engagement and excitement, as well as supporting the academic standards of 3<sup>rd</sup> grade.
- Total Cost: \$300
- Number of students affected: 100

- Lisa B. motioned to approve the third-grade comic workshop
- Amy K seconds
- Approved
  
- Office Chair-Ze/School Office Clerk/Registrar
  - Ze's previous chair was brought from home and no longer works correctly, causing neck pain. He will look for a chair that will feel comfortable to sit during work hours.
  - Total cost: \$250
  - Number of students affected: 416
  - Caprice Motioned to approve the purchase of Ze's office chair
  - Brooke Seconds
  - Approved
  
- Sweatshirt Gift for Staff, etc-Lisa Berger
  - A logowear sweatshirt, in personal individual sizes, would be a gift for staff as a thank you and to wear as school spirit. The sweatshirts will be ordered via Dain, the logowear committee point person.
  - Total Cost: \$1,500
  - Supports Loma Portal Staff and provides advertising within the community
  - Stan Motioned to approve up to \$1500
  - Caprice seconds
  
- Supplies for Special Ed Students-Laura Choukri/Special Education Assistant
  - Laura is requesting a weighted blanket for use in a classroom in a "Quiet Corner". She is also requesting textured pencil toppers for children who chew their pencils. Both of these items have been purchased. When a student is over stimulated during class, a "Quiet Corner" has been set up to calm down a student with books, stuffed animals, a bean bag and a weighted blanket. The importance of the weighted blanket is to provide proprioceptive sensory input, putting pressure on the nervous system which calms the mind and body. Textured pencil toppers will be available for students who chew on them excessively. Some kids use chewing to help them focus on schoolwork. They need a safe way to chew. A total of 6 toppers have been ordered. The toppers will be available in the resource

room to be given to children with a need.

- Total Cost: \$87.50
- Number of students affected: 25
- Devon motioned to approve \$200 for weighted blankets and pencil toppers.
- Liz seconds
- Approved

➤ Teacher Printer ink-Liz Sather/mom& substitute teacher

- Liz requested purchasing printer ink for the teachers, both color and black and white. She would like to purchase 2 sets per teacher, as that is what they typically use per year. Any residual will be kept for the following year. This includes 17 classroom teachers, STEAM lab, Music, and Library. Ink can either be kept in a storage area and teachers can make a request for it, or Liz can distribute ink to the teachers for them to store it on their own as needed.
- Total Cost: \$5,743.40
- Number of students affected: all students and teachers
- Lisa B. explained the previous spending history and how this year the ink fund for teachers was raised from \$200 to \$225. On the budget, the ink line item was then combined with teacher expenses to total \$425 per teacher to use as needed. That amount would cover ink if they chose to buy it. Liz was not aware of this explanation before putting in the funding request.
- Valerie said that Mark expressed concern about the Foundation continuing to fund ink for printers. This will be addressed at the next staff meeting.
- Caprice asked if this is brand new cartridges or refills? Liz explained some are refillable and some are not, some of the printers are outdated, and all classrooms have different brand printers.
- Liz said she did a teacher survey and found that 90% of teachers all said they needed ink.
- Liz asked to table this funding request until she can discuss this with teachers further, since she was not aware of the teacher reimbursement including an ink budget.
- Kelly L. stated concern that many teachers had not even turned in their reimbursements for the year, and part of that was to be allotted for ink. So why would we approve more money for ink before knowing what has actually been spent?



- In turn, Becca said Dana Middle School teachers are given until Feb 3 to turn in reimbursements so that expenses like this could be evaluated before next year.
- Stan Motioned to approve half the amount at \$2,871.85 for immediate teacher printer ink needs.
- Becca seconds
- Approved

9. STEAM Lab and Teacher Lounge- Valerie

- Teachers voted they would like to change the current teacher lounge to be the new STEAM lab.
- The compromise would be that room 10 (Foundation volunteer room) would be shared between Foundation members and staff, with the suggestion to have set private hours for staff that need the space.
- The STEAM consultation group sent a proposal on how to spend the \$30k donation from Marissa Paiva.
- Amy K. suggested supplying the 4<sup>th</sup> graders with iPad's to support their digital media projects, making the projects mobile throughout campus.
- 4<sup>th</sup> grade does STEAM 2 times a week in addition to STEAM lab.
- iPad's already have iMovie installed so they can shoot and edit at the same time.
- Becca noted we had old iPad's but they are no longer functional. But we do have a cart to store them.
- Devon made a motion to approve the purchase of 14 iPad's and equipment set ups (microphones, tripods, adapters, and cases) for the 4<sup>th</sup> grade students to the amount of \$6,300 to be taken out of the \$30,000 Donation from Marissa Paiva, dedicated to STEAM.
- Jeremy motioned to increase it to \$7,000
- Sally seconds the motion to increase to \$7000
- Approved
- Becca mentioned that go-pros should be purchased as well, if there if there are funds left over from the \$7000 approved.

