



Guajome Park Academy Foundation
Board of Directors Meeting
9/28/23 at 5:30 p.m.
Administrative Building 1
Guajome Park Academy Training Center

September 28, 2023

Board of Directors

Joely Gardner - President
Amber Lloyd - Secretary/Treasurer

At Large Members

Leslie Castillo
Shirley Koch
Molly Blazek
Michelle Gonzalez

AGENDA

Open General Session

Presenter **Action/
Information**

- | | | |
|--------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------|
| 1. Call to Order | President | |
| 2. Approval of Agenda
Recommended motion: The Foundation Board approve the agenda for the September 28, 2023 meeting | President | Action |
| 3. Approval of Minutes
Recommended motion: The Foundation Board approve the August 24, 2023 minutes | President | Action |
| 4. President's Report | | |
| A. Board Budget Planning | President | Information |
| a. Stipend | | Action |
| B. Fundraising Ideas | President | Information |
| 5. Board Membership | | |
| A. Appointment of new members | President | Action |
| B. Removal of inactive members | President | Action |
| 6. Program Reports | | |
| A. Friends of Tadpoles | Lindsay Arias | Information |
| B. Friends of Frogs | Maria Llamas | Information |
| C. Diversity Awareness Club | Annette Sanchez | Information |
| 7. Fiscal | | |
| A. Foundation Fiscal Report | Amber Lloyd | Information |
| 8. Foundation Business | | |
| A. Ratification of Expenditures | | |
| a. September 2023 Requests | Amber Lloyd | Action |

9.	Organizational Update	Kevin Humphrey	Information
10.	Communication From the Board	President	Information
11.	Proposed Agenda Items for Upcoming Meeting	President	Information
12.	Future Board Meetings <ul style="list-style-type: none"> • October 26, 2023 • November 30, 2023 • December - No Meeting 	President	Information
13.	Adjournment	President	



Guajome Park Academy Foundation
2000 North Santa Fe. Avenue, Vista, CA 92083

Board of Directors Meeting

UNADOPTED MINUTES

August 24, 2023

-
- 1. Call to Order**

Joely Gardner called the meeting to order in public session at 5:30 p.m. in Building 1, Student Services Building, Administrative Training Center.

Roll Call and Establishment of Quorum:

Members Present: Joely Gardner, Leslie Castillo

Absent: None
 - 2. Approval of Agenda**

Moved by Leslie Castillo; second by Joely Gardner; the Board unanimously approved the agenda with the following vote:
Yes: Joely Gardner, Leslie Castillo
No: 0
Absent: Shirley Koch, Molly Blazek
 - 3. Approval of Minutes**

Moved by Leslie Castillo; second by Joely Gardner; the Board unanimously approves the April 27, 2023 Board of Directors Meeting Minutes with the following vote:
Yes: Joely Gardner, Leslie Castillo
No: 0
Absent: Shirley Koch, Molly Blazek
 - 4. President's Report**

A. Bylaw Review

The board reviewed current bylaws. Suggestions were presented for updates to the Foundation bylaws. The board discussed the updates and amendments needed and approved the suggested updates with the following vote:

Moved by Joely Gardner; second by Leslie Castillo; the Board unanimously approves the updates to the Foundation bylaws with the following vote:
Yes: Joely Gardner, Leslie Castillo
No: 0
Absent: Shirley Koch, Molly Blazek

B. Board Goal Setting

The board reviewed and discussed Foundation Board goals for the 2023/24 school year to include:

 - Continue to recruit new talent to the board
 - Develop at least one fundraising activity that engages the Guajome Community and creates a revenue stream
 - Develop a plan for an alumni group
 - Develop a calendar for meeting agendas
 - Create more opportunities to connect with the school's board
 - Develop a community business directory
 - Develop a spending and resource allocation plan along with implementing research strategies

for the endowment

5. Election of Officers

A. Appointment of new Board members

Joley Gardner made a motion to approve Michelle Gonzalez as a Foundation Board Member, seconded by Leslie Castillo. The Board unanimously approved Michelle Gonzalez as a Board member with the following vote:

Yes: Joely Gardner, Leslie Castillo

No: 0

Absent: Shirley Koch, Molly Blazek

B. Election of Board Officers

Nominations were made for the following board positions:

a. President: Joely Gardner

- i. Moved by Leslie Castillo, second by Joely Gardner, the Board unanimously approved Joely Gardner as Board President with the following vote:

Yes: Joely Gardner, Leslie Castillo

No: 0

Absent: Shirley Koch, Molly Blazek

b. Vice President: Leslie Castillo

- i. Moved by Joely Gardner, second by Leslie Castillo, the Board unanimously approved Leslie Castillo as Board Vice President with the following vote:

Yes: Joely Gardner, Leslie Castillo

No: 0

Absent: Shirley Koch, Molly Blazek

c. Secretary/Treasurer: Amber Lloyd

- i. Moved by Leslie Castillo, second by Joely Gardner, the Board unanimously approved Amber Lloyd as Board Secretary / Treasurer with the following vote:

Yes: Joely Gardner, Leslie Castillo

No: 0

Absent: Shirley Koch, Molly Blazek

6. Committee Reports

Friends of Tadpoles submitted the following requests for expenditures:

1. FOT Funds - up to \$5,300 is requested for GPPA classroom supplies. Funds include a set amount plus 10% of the funds their classes raised during last year's Apex Fun Run.
2. FOT Funds - \$693.06 is requested for reimbursement for Kona Ice during the GPPA Teacher Meet & Greet Event. Reimbursement is requested due to the Foundation not meeting May - July for pre-approval.
3. FOT Funds - up to \$500 for Scholar of the Month Sancks for the 23/24 school year.
4. FOT Funds - up to \$1400 for GPPA's Mad Science Assembly
5. FOT Funds - up to \$1700 to support the Fall Festival activities and booths for GPPA families
6. FOT Funds - \$100 towards the new school mascot costume

Friends of Frogs submitted the following requests for expenditures:

1. FOF Funds - up to \$400 for supplies to use for the FOF Back to School Night fundraiser

7. **Fiscal Report** Amber Lloyd provided the Fiscal Reports for the Foundation, including a review of each program's current balance and expenditures.
8. **Foundation Business**
- A. Ratification of Expenditures**
- Amber Lloyd presented a review of the requests that were approved via email vote from May - June 2023:
- Foundation Board Expenditures**
- Retirement Gift - \$167.80 - requested 5/17/23, approved 5/24/23 via email vote:
Yes: Joely Gardner, Leslie Carillo
No Reply: Molly Blazek, Shirley Koch
 - Classified Staff End-of-Year Luncheon - not to exceed \$600 - requested 5/17/23, approved 5/24/23 by email vote:
Yes: Joely Gardner, Leslie Carillo
No Reply: Molly Blazek, Shirley Koch
- The August requests for expenditures were presented for approval:
- Foundation Board Expenditures**
- Fictitious Business Name Renewal - mailed 8/4/2023 - \$159.00
 - Back to School All Staff Appreciation at Prohibition - Reimbursement request from Dawn Voss \$277.89
- FOT Expenditure Requests**
- FOT Seed Money Budget for Classroom Supplies 23/24 school year - \$5,224.10
 - GPPA Teacher Meet & Greet - Kona Ice - Reimbursement to Lindsay Arias - \$693.06
 - GPPA Scholar of the Month Snacks for the 23/24 school year - Up to \$500
 - GPPA Mad Science Assembly - Up to \$1400
 - GPPA Fall Festival - Up to \$1700
 - GPPA Mascot Costume Contribution - \$100
- FOF Expenditure Requests**
- Back to School Night Fundraising Supplies - \$400
- Moved by Joely Gardner; second by Leslie Castillo; the Board unanimously approves the above expenditures with the following vote:
Yes: Joely Gardner, Leslie Castillo
No: 0
Absent: Shirley Koch, Molly Blazek
9. **Organizational Update** Kevin Humphrey shared the following information:
- Recruitment for new talent to support the mission of the GPA Foundation is ongoing and includes outreach to Guajome alumni and stakeholders, connection with local philanthropic groups, and conversations with community partners.
 - Guajome celebrates its 30th anniversary (1994-2024) which will serve as a theme of the organization in various ways throughout the school year.
10. **Communication from the Board** No Report

- 11. Proposed Agenda Items for Future Meetings** None
- 12. Adoption 23/24 Board Calendar** The 23/24 Board calendar was reviewed.
- Moved by Joely Gardner; second by Leslie Castillo; the Board unanimously approves the 23/24 Board Calendar with the following vote:
Yes: Joely Gardner, Leslie Castillo
No: 0
Absent: Shirley Koch, Molly Blazek
- 15. Adjournment** Joely Gardner adjourned the Public Session meeting at 6:08 p.m.

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 4A.

TO: Board of Directors
FROM: President
DATE: September 28, 2023

SUBJECT: Budget Planning

Review of the budget planning worksheet and annual Foundation expenses and contributions.

FISCAL IMPACT: None

RECOMMENDATION: Information

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President

Foundation Budget				
Yearly Expenditures	2022/2023	2023/2024 Budgeted	2023/2024 Actual	
Administrative Expenses	5,280.00	5,500.00		
Background Checks	3,587.00	4,000.00		
Special Gifts	2,426.00	3,000.00		
Staff Appreciation	2770.01	3,500.00		
Scholarships	2,000.00	3,000.00		
Stipends	N/A	4,000.00		
Field Trips	5,000.00	7,500.00		
General Fund	2,500.00	2,500.00		
Budgeted Expenses	23,563.01	33,000.00		

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 6

TO: Board of Directors
FROM: President
DATE: September 28, 2023

SUBJECT: Program/Club Reports

Report from Friends of Tadpoles (FOT), Friends of Frogs (FOF) and Diversity Awareness Club.

FISCAL IMPACT: None

RECOMMENDATION: Information

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President



Foundation Expenditure Request

This form must be submitted to the Foundation Board when requesting funding from the Foundation for a project.

Title: FOT Presents GPPA's Family Picnic

Date: 9/28/23

Amount: Up to \$350

Foundation ☐ Friends of Frogs ☒ Friends of Tadpoles ☐ Friends of Arts ☐

Please check the box for which program funds are being requested from.

Requester: Lindsay Arias for the FOT

It is highly recommended that either the students or other stakeholders present this information in front of the Board to help provide a better understanding of how this money will be spent and how it will benefit Guajome Stakeholders.

Description:

Please include a description of additional fundraising activities to supplement the cost and how this money connects to the mission of the Foundation (which includes providing resources, professional expertise, and financial contributions to support Guajome Park Academy's mission to inspire and mentor all learners to become responsible, critical thinking, global leaders through excellence and innovation in education.

Various supplies for the GPPA family picnic such as games, desserts, and drinks.

Approved: ☐ YES ☐ NO

Date:



Foundation Expenditure Request

This form must be submitted to the Foundation Board when requesting funding from the Foundation for a project.

Title: GPPA Teacher Birthday Celebration

Date: 9/28/23

Amount: \$250

Foundation ☐ Friends of Frogs ☒ Friends of Tadpoles ☐ Friends of Arts ☐

Please check the box for which program funds are being requested from.

Requester: Lindsay Arias for the FOT

It is highly recommended that either the students or other stakeholders present this information in front of the Board to help provide a better understanding of how this money will be spent and how it will benefit Guajome Stakeholders.

Description:

Please include a description of additional fundraising activities to supplement the cost and how this money connects to the mission of the Foundation (which includes providing resources, professional expertise, and financial contributions to support Guajome Park Academy's mission to inspire and mentor all learners to become responsible, critical thinking, global leaders through excellence and innovation in education.

Parent volunteers put together teacher appreciation gifts for teachers' birthdays throughout the year.

Approved: ☐ YES ☐ NO

Date:



Our Mission

The mission and vision of the Guajome Park Academy Foundation is to provide resources, professional expertise, and financial contributions to support Guajome Park Academy's mission to inspire and mentor all learners to become responsible, critical-thinking, global leaders through excellence and innovation in education.

Foundation Expenditure Request

This form must be submitted to the GPA Foundation Board of Directors when requesting funds from the Foundation for a project, program, or event.

Approval Process: Requests for expenditures must be received by the 15th of each month to be included as an action item in that month's Board meeting. Turn forms in to the Board Secretary, Amber Lloyd, in the upper administration building.

Presentation of Request: It is highly recommended that the student, staff member, or another stakeholder be present at the Board meeting to present this request to the Board members to help provide information about how the money will be spent and how it will benefit Guajome stakeholders. The Board meeting calendar is posted on: <https://www.guajome.net/community/foundation>

Please check the box for which program the funds are being requested from:

- ☒ Guajome Park Academy Foundation
☐ Friends of the Arts - Choir

- ☐ Friends of Tadpoles
☐ Friends of Frogs

Name of Requester: Maria Llamas

Group/Club/Team/Program: Bilingual Family Literacy

Amount Requested: up to \$200

Date: 9/26/23

Description:

Please include a description of what the funds are being requested for. Also include additional fundraising activities taking place to supplement the cost and how this money connects to the mission of the Guajome Park Academy Foundation.

See attached letter.

Materials & Supplies	COSTS
	TOTAL

Approved on _____ Foundation Designee Signature: _____

Not Approved Reason: _____

September 19, 2023

Maria Llamas

Dear Foundation,

My name is Maria Llamas and I am the Family and Community Liaison at Guajome Schools. I am writing to ask for up to \$200.00 donation to pay for snacks, refreshments, decorations, and games for Guajome Schools' First Bilingual Family Literacy Night. Bilingual Family Literacy Night will take place on Thursday, October 5th from 5:30-7:00 p.m. All Guajome families have been invited to come and learn about the benefits of bilingualism, receive resources to help support their bilingual child, explore bilingual books, play bilingual games, and sign up for workshops.

The Fondo de Cultura Económica Book Truck will also be available for families to purchase bilingual books. Your generous donation of \$200.00 will be used to purchase:

- Cookies/snacks and drinks for students and their families (not to exceed \$100.00)
- decorations (not to exceed \$30.00)
- Games (not to exceed \$70.00)

Thank you for considering my request. Please feel free to contact me if you have any questions.

Sincerely,

Maria Llamas



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Please check the box for which program the funds are being requested from:

☒ Guajome Park Academy Foundation

☐ Friends of Tadpoles

☐ Friends of the Arts - Choir

☐ Friends of Frogs

Name of Requester: Annette Sanchez

Group/Club/Team/Program: Diversity Awareness Club

Amount Requested: See Below

Date: 09/21/23

Description:

Please include a description of what the funds are being requested for. Also include additional fundraising activities taking place to supplement the cost and how this money connects to the mission of the Guajome Park Academy Foundation.

Diversity Awareness club is going to be selling German apple rings and stickers to fundraise for United We Dream, a non-profit organization. The organization helps immigrant youth with legal status and reaching higher education, through the Dream Educational Empowerment Program. United We Dream connects to the mission of the Guajome Park Academy Foundation as they create a space where everyone, specifically those who are immigrants, can grow to become organizers & leaders within their community.

Materials & Supplies	COSTS
	TOTAL

Approved on _____ Foundation Designee Signature: _____

Not Approved Reason: _____



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Please check the box for which program the funds are being requested from:

Guajome Park Academy Foundation

Friends of Tadpoles

Friends of the Arts - Choir

Friends of Frogs

Name of Requester: _____

Group/Club/Team/Program: _____

Amount Requested: _____

Date: _____

Description:

Please include a description of what the funds are being requested for. Also include additional fundraising activities taking place to supplement the cost and how this money connects to the mission of the Guajome Park Academy Foundation.

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Materials & Supplies	COSTS
	TOTAL

Approved on _____ Foundation Designee Signature: _____

Not Approved Reason: _____

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 7

TO: Board of Directors
FROM: President
DATE: September 28, 2023

SUBJECT: Fiscal Reports

Summary of the GPA Foundation and fundraising programs' expenditures and revenue presented to the Board for review.

FISCAL IMPACT: None

RECOMMENDATION: Action

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President

Name	Revenue	Expense	Net
Programs			
Convenience Fee	\$ 125.70	\$ 0.00	\$ 125.70
Foundation BOD	323,829.28	1,937.04	321,892.24
Friends of Arts -Choir	2,757.09	0.00	2,757.09
Friends of Frogs	10,590.14	424.63	10,165.51
Friends of Tadpoles	34,564.30	18,792.70	15,771.60
GAPP	5,289.55	0.00	5,289.55
GPATV	197.54	0.00	197.54
	<u>\$ 377,353.60</u>	<u>\$ 21,154.37</u>	<u>\$ 356,199.23</u>

Balance Adjustment:

It was identified that on 4/24/23 a check in the amount of \$7,480.00 for Grad Bash payable to "World Strides Specialty Travel Programs" was incorrectly charged to Friends of Tadpoles, instead of Friends of Frogs.

The above balances reflect the corrections made.

Category	Type	Balance	
Assets			
Accounts Receivable	Asset	\$ 0.00	
Fixed Assets	Asset	0.00	
Guajome Foundation	Bank	341,790.65	Correct Balance
Inventory	Asset	0.00	
PACE Undeposited Funds	Asset	14,408.58	To be cleared
Undeposited Funds	Asset	0.00	
Total Assets		\$ 356,199.23	
Liabilities			
Accounts Payable	Liability	\$ 0.00	
Sales Tax Payable	Liability	0.00	
Total Liabilities		\$ 0.00	
Fund Balance			
Fund Balance	Carry-Over/Restricted	\$ 0.00	
Change in Fund Balance		356,199.23	
Total Fund Balance		\$ 356,199.23	
Total Liabilities and Fund Balance		\$ 356,199.23	

Correction to be made:

\$14,408.58 was recorded in the system from web store sales (Grad Bash, Science Camp) into the PACE category. From this PACE category, deposits should have been made electronically to the appropriate programs. Instead, during reconciliation the deposits were manually entered into the programs to account for the funds received. This left the \$14,408.58 in the "PACE Undeposited Funds" in the system that needs to be cleared.

These deposits were recorded twice in the Booster Finance system only, once manually and once electronically. This did not affect the bank reconciliation or account balance. All web store sales were received correctly via ACH into the Mission Federal account.

To make the correction we are working with PACE to properly disperse the deposits from the PACE category in the system to the appropriate programs. We will then need to reverse the manual deposits made and re-run the bank reconciliations from March through September.

Sales

Date	Type	Number	Description	Amount
Foundation BOD Income				
07/01/2023	ADJUSTMENT	57	Wrong amount was entered for BOD at beginning of year which resulted in a carryover - Foundation BOD Income	\$ 385.08
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - Foundation BOD Income	325,544.20
08/24/2023	ADJUSTMENT	52	FOT donation to Foundation for Frog Mascott - Foundation BOD Income	100.00
09/21/2023	ADJUSTMENT	56	BOD approved contribution to 5th Grade Science Camp (\$50/student) - Foundation BOD Income	(2,200.00)
				<hr/> \$ 323,829.28
			Total Sales	<hr/> \$ 323,829.28 <hr/>

Costs

Date	Type	Number	Description	Amount
Foundation BOD Expense				
07/03/2023	CHECK	103120234h	Mission Fed - Bank fees: July Bank Fees - Foundation BOD Expense	\$ 22.15
07/12/2023	CHECK	966	Department of Justice: REGISTRY OF CHARITABLE TRUST-RE-ISSUE CHECK - Foundation BOD Expense	25.00
07/12/2023	VOID CHECK	964	Registry of Charitable Trusts: June 30, 2021 RRF-1 - Foundation BOD Expense	(25.00)
07/24/2023	CHECK	968	Eide Bailly: EI01535754 - Foundation BOD Expense	1,250.00
07/24/2023	CHECK	967	AKESO OCCUPATIONAL HEALTH: Fingerprinting - June - Foundation BOD Expense	50.00
07/24/2023	CHECK	12262038	Mission Fed - Bank fees: Bank fees - Foundation BOD Expense	91.31
07/24/2023	VOID CHECK	12262038	Mission Fed - Bank fees: Bank fees - Foundation BOD Expense	(91.31)
08/02/2023	CHECK	103120235h	Mission Fed - Bank fees: August Bank Fees - Foundation BOD Expense	5.00
08/03/2023	CHECK	969	FBNRC: Foundation/Friends of Frogs Fictitious Name Renewal - Foundation BOD Expense	159.00
08/29/2023	CHECK	970	Dawn Voss: Staff Appreciation- Prohibition 8/10/23 - Foundation BOD Expense	277.89
08/29/2023	CHECK	971	FBNRC: Publication Fee - Foundation BOD Expense	23.00
09/25/2023	CHECK	985	LOONIE TIMES: School Mascot (FOT \$100 / Foundation \$50) - Foundation BOD Expense	150.00
				<hr/> \$ 1,937.04
			Total Costs	<hr/> \$ 1,937.04 <hr/>

Sales

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
Friends of Arts Income - Choir				
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - Friends of Arts Income - Choir	\$ 2,757.09
				<u>\$ 2,757.09</u>
			Total Sales	<u><u>\$ 2,757.09</u></u>

Costs

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
			Total Costs	<u><u>\$ 0.00</u></u>

Sales

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
Friends of Frogs Income				
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - Friends of Frogs Income	\$ 10,387.39
09/14/2023	RECEIPT	554	Llamas, Maria: Back to School Night FOF Fundraiser - Friends of Frogs Income	202.75
09/20/2023	ADJUSTMENT	54	BALANCE CORRECTION (GRAD BASH REVENUE) TO FUND BALANCE - Friends of Frogs Income	(7,096.17)
09/20/2023	VOID ADJUSTMENT	54	BALANCE CORRECTION (GRAD BASH REVENUE) TO FUND BALANCE - Friends of Frogs Income	7,096.17
				<hr/>
				\$ 10,590.14
				<hr/>
Total Sales				\$ 10,590.14

Costs

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
Friends of Frogs Expense				
07/06/2023	CHECK	965	U.S. Bank: Teacher Appreciation-Costco and Winchell's Donuts - Friends of Frogs Expense	\$ 335.08
09/13/2023	CHECK	980	Maria Llamas: FOF Reimbursement BTSN Supplies - Friends of Frogs Expense	35.70
09/19/2023	ADJUSTMENT	53	BALANCE CORRECTION: Grad Bash incorrectly charged to FOT - Friends of Frogs Expense	7,480.00
09/19/2023	VOID ADJUSTMENT	53	BALANCE CORRECTION: Grad Bash incorrectly charged to FOT - Friends of Frogs Expense	(7,480.00)
09/21/2023	CHECK	982	Monica Hancock: Reimbursement for Back to School Night Supplies (FOF) - Friends of Frogs Expense	53.85
				<hr/>
				\$ 424.63
				<hr/>
Total Costs				\$ 424.63

Sales

Date	Type	Number	Description	Amount
Friends of Tadpoles Income				
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - Friends of Tadpoles Income	\$ 25,434.30
08/24/2023	ADJUSTMENT	52	FOT donation to Foundation for Frog Mascott - Friends of Tadpoles Income	(100.00)
08/29/2023	RECEIPT	528	Moore, Christal: Science Camp - Friends of Tadpoles Income	750.00
08/29/2023	RECEIPT	529	Moore, Christal: Science Camp - Friends of Tadpoles Income	300.00
08/31/2023	RECEIPT	530	Sergio Gomez: Web Store Order - Friends of Tadpoles Income	150.00
08/31/2023	RECEIPT	531	Wayne Twaddell: Web Store Order - Friends of Tadpoles Income	150.00
08/31/2023	RECEIPT	532	Megan Patrick-Thompson: Web Store Order - Friends of Tadpoles Income	450.00
09/01/2023	RECEIPT	533	Roseanna Ibarra: Web Store Order - Friends of Tadpoles Income	150.00
09/01/2023	RECEIPT	534	Lisa MacMillan: Web Store Order - Friends of Tadpoles Income	150.00
09/02/2023	RECEIPT	535	Leonora Haider: Web Store Order - Friends of Tadpoles Income	150.00
09/05/2023	RECEIPT	536	Cynthia Goucher: Web Store Order - Friends of Tadpoles Income	150.00
09/05/2023	RECEIPT	537	Korina Allen: Web Store Order - Friends of Tadpoles Income	150.00
09/06/2023	RECEIPT	538	Yesenia Murillo: Web Store Order - Friends of Tadpoles Income	150.00
09/06/2023	RECEIPT	539	lauren fehlhaber: Web Store Order - Friends of Tadpoles Income	150.00
09/06/2023	RECEIPT	540	Jose Fuentes: Web Store Order - Friends of Tadpoles Income	150.00
09/06/2023	RECEIPT	541	Jennifer Jensen: Web Store Order - Friends of Tadpoles Income	150.00
09/09/2023	RECEIPT	542	Julio Diaz: Web Store Order - Friends of Tadpoles Income	150.00
09/10/2023	RECEIPT	543	Jessica Perrington: Web Store Order - Friends of Tadpoles Income	150.00
09/10/2023	RECEIPT	544	Nidia Hernandez: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	545	Olivia Andersen: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	546	Joshua Martinez: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	547	Joshua Martinez: Web Store Order - Friends of Tadpoles Income	300.00
09/11/2023	RECEIPT	548	Vanessa Hernandez: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	549	Danny Gonzalez: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	550	eric m suggs: Web Store Order - Friends of Tadpoles Income	150.00
09/11/2023	RECEIPT	551	Jason Kardas: Web Store Order - Friends of Tadpoles Income	150.00
09/12/2023	RECEIPT	552	Danielle Horn: Web Store Order - Friends of Tadpoles Income	150.00
09/12/2023	RECEIPT	553	Esmeralda Cabrera: Web Store Order - Friends of Tadpoles Income	150.00
09/14/2023	RECEIPT	555	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	550.00
09/14/2023	RECEIPT	556	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	150.00
09/14/2023	RECEIPT	556	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	150.00

Sales

09/14/2023	RECEIPT	556	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	330.00
09/14/2023	RECEIPT	557	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	150.00
09/14/2023	RECEIPT	557	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	150.00
09/14/2023	RECEIPT	557	Moore, Christal: 5th Grade Science Camp - Friends of Tadpoles Income	300.00
09/14/2023	RECEIPT	558	Nicole Creighton: Web Store Order - Friends of Tadpoles Income	150.00
09/20/2023	ADJUSTMENT	55	BALANCE CORRECTION (SCIENCE CAMP WEBSTORE REVENUE) TO FUND BALANCE - Friends of Tadpoles Income	(2,986.71)
09/20/2023	VOID ADJUSTMENT	55	BALANCE CORRECTION (SCIENCE CAMP WEBSTORE REVENUE) TO FUND BALANCE - Friends of Tadpoles Income	2,986.71
09/21/2023	ADJUSTMENT	56	BOD approved contribution to 5th Grade Science Camp (\$50/student) - Friends of Tadpoles Income	2,200.00
				<hr/>
				\$ 34,564.30
				<hr/>
Total Sales				\$ 34,564.30

Costs

Date	Type	Number	Description	Amount
Friends of Tadpoles Expense				
08/29/2023	CHECK	972	Lindsay Arias: Reimbursement for Kona Ice @ GPPA Meet & Greet - Friends of Tadpoles Expense	\$ 693.06
09/11/2023	CHECK	973	Mad Science of San Diego: Guajome Park Academy Mad Science Assembly GPPA - Friends of Tadpoles Expense	1,300.00
09/11/2023	CHECK	974	Christal Moore: Reimbursement for Classroom Supplies - 23/24 Seed Funds - Friends of Tadpoles Expense	327.53
09/11/2023	CHECK	975	Kassandra Stigre: Reimbursement for Classroom Supplies - 23/24 Seed Funds - Friends of Tadpoles Expense	404.70
09/11/2023	CHECK	976	Lucy Davis: Reimbursement for Supplies - 23/24 Seed Funds - Friends of Tadpoles Expense	28.38
09/11/2023	CHECK	977	Sarah Casto: Reimbursement for Classroom Supplies - 23/24 Seed Funds - Friends of Tadpoles Expense	528.29
09/11/2023	CHECK	978	Haley McCauley: Reimbursement for Classroom Supplies - 23/24 Seed Funds - Friends of Tadpoles Expense	304.96
09/13/2023	CHECK	979	Molly Senkowsky: 23/24 Seed Funds - Reimbursement for Classroom Supplies - Friends of Tadpoles Expense	332.58
09/19/2023	ADJUSTMENT	53	BALANCE CORRECTION: Grad Bash incorrectly charged to FOT - Friends of Tadpoles Expense	(7,480.00)
09/19/2023	VOID ADJUSTMENT	53	BALANCE CORRECTION: Grad Bash incorrectly charged to FOT - Friends of Tadpoles Expense	7,480.00
09/21/2023	CHECK	981	Tiffany Conley: 23/24 Seed Funds - Reimbursement for classroom supplies - Friends of Tadpoles Expense	347.17
09/21/2023	CHECK	983	Guided Discoveries, Inc.: Invoice # 200-28298 - Guajome Park Primary Academy Science Camp - Friends of Tadpoles Expense	14,182.50
09/22/2023	CHECK	984	Samantha Keary: 23/24 Seed Funds - Reimbursement for classroom supplies - Friends of Tadpoles Expense	343.53
				<hr/>
				\$ 18,792.70
				<hr/>
Total Costs				\$ 18,792.70

Sales

Date	Type	Number	Description	Amount
GAPP Income				
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - GAPP Income	\$ 5,289.55
				\$ 5,289.55
Total Sales				\$ 5,289.55

Costs

Date	Type	Number	Description	Amount
Total Costs				\$ 0.00

Sales

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
GPATV - Income				
07/01/2023	ADJUSTMENT	51	Transfer Balances for 23/24 School Year - GPATV - Income	\$ 197.54
				<hr/>
				\$ 197.54
				<hr/>
Total Sales				<hr/>
				\$ 197.54
				<hr/>

Costs

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
Total Costs				<hr/>
				\$ 0.00
				<hr/>

GUAJOME PARK ACADEMY FOUNDATION**Agenda Item 8A.**

TO: Board of Directors
FROM: President
DATE: September 28, 2023

SUBJECT: RATIFICATION OF EXPENDITURES**September 2023 Requests****Foundation BOD Expenditure Request**

1.	Application for Raffle Registration for GPA Foundation	\$20.00
2.	Diversity Club requests to donate the funds they raise to “United We Dream”.	TBD
3.	Katy Perkins requests funds for winning entries in the Guajome Annual Parade.	\$300
4.	Maria Llamas requests up to \$400 for supplies (refreshments, decorations, games) for Guajome School’s Bilingual Family Literacy Night.	up to \$200.00

Friends of Tadpoles Expenditure Request

1.	Expenditure Funds for teacher appreciation birthday gifts for 2023/24	\$250.00
2.	Supplies for GPPA’s Family Picnic (games, desserts and drinks)	Up to \$350.00
	Total FOT Expenditures Requested	Up to \$600.00

FISCAL IMPACT:

- Programs have sufficient funds to support the expenditures.

RECOMMENDATION: Action

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President

**APPLICATION FOR REGISTRATION
NONPROFIT RAFFLE PROGRAM**
(California Penal Code section 320.5)

Print Form

Reset Form



The registration period is September 1 to August 31.
After August 31, a new registration is required.

**A CHECK IN THE AMOUNT OF \$20 MADE PAYABLE TO
DEPARTMENT OF JUSTICE MUST ACCOMPANY THIS
REGISTRATION FORM**

If you do not receive a decision on this application within 30 days from the time it is received by the Department of Justice, you may apply to the Attorney General for a refund of the fee. (See Cal. Code of Regulations, Title 11, section 419.1)

MAIL TO:
Office of the Attorney General
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470

STREET ADDRESS:
1300 I Street
Sacramento, CA 95814
Telephone: (916) 445-2021

WEBSITE ADDRESS:
<http://ag.ca.gov/charities/>

(For Registry Use Only)

Raffle Registration Number: _____

Provide at least one of the following:

Federal Tax Identification Number/Employer Identification Number:

33-0962088

Corporate Number: _____

Organization Number: _____

Charitable Trust Number: CT0155913

Name of Organization
Guajome Park Academy Foundation

Address of Organization
2000 N. Santa Fe Avenue

City or Town, State and ZIP Code
Vista, CA 92083

E-mail Address
lloydam@guajome.net

Telephone Number
760-631-8500

Fax Number
760-631-8503

Specify the organization's tax exempt status pursuant to California Revenue and Taxation Code section:

☐ 23701a Labor, agricultural, or horticultural organizations

☒ 23701g Nonprofit pleasure and recreation clubs

☐ 23701b Fraternal beneficiary societies, orders or associations

☐ 23701k Religious or apostolic corporations having common or

☐ 23701d Religious, charitable, scientific, testing for public safety, literary, educational, amateur sports or prevention of cruelty to children or animals organization

☐ 23701l Domestic fraternal societies, orders or associations

☐ 23701e Business leagues, chambers of commerce, real estate boards, and boards of trade

☐ 23701t Homeowners and associations

☐ 23701f Civic leagues, social welfare organizations and local employee organizations

☐ 23701w Veterans organizations

Proposed date(s) of raffle(s) 5/4/2024
(Required for application approval)

By signing this application for registration, I hereby certify that the organization named herein as the applicant is a private, nonprofit organization and has been qualified to conduct business in the State of California for at least one year prior to the raffle first held and that all other information provided on this application is true and correct.

Signature of Fiduciary Who Prepared This Form

9/22/2023

Date

Amber Lloyd

Printed Name of Fiduciary

Foundation Secretary/Treasurer

Title of Fiduciary