



November 30, 2023

Board of Directors

Joely Gardner - President
 Leslie Castillo - Vice President
 Amber Lloyd - Secretary/Treasurer

At Large Members

Michelle Gonzalez
 Katie Ritz

Guajome Park Academy Foundation
 Board of Directors Meeting
 11/30/23 at 5:30 p.m.
 Administrative Building 1
 Guajome Park Academy Training Center

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 November 30, 2023 meeting	President	Action
3. Approval of Minutes Recommended motion: The Foundation Board approve the October 26, 2023 minutes	President	Action
4. President's Report	President	Information
5. Program Reports		
6. Fiscal		
A. Foundation Fiscal Report	Amber Lloyd	Information
B. Program Activity Report	Amber Lloyd	Information
C. Banking Update	President	Information
7. Foundation Business		
A. Ratification of Expenditures	Amber Lloyd	Action
8. Organizational Update		
A. Community School Update	Kevin Humphrey	Information
9. Communication From the Board	President	Information
10. Proposed Agenda Items for Upcoming Meeting	President	Information

11. Future Board Meetings

President

Information

- December - No Meeting
- January 25, 2023
- February 22, 2023

12. Adjournment

President

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 6A.

TO: Board of Directors
FROM: President
DATE: November 30, 2023

SUBJECT: Fiscal Reports

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

Account Statement Ending Balances 10/1/2023 - 10/31/2023

Mission Federal - \$355,789.61
US Bank - \$303,287.39

FISCAL IMPACT: None

RECOMMENDATION: Action

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President

Category	Type	Balance
Assets		
Accounts Receivable	Asset	\$ 0.00
Fixed Assets	Asset	0.00
Guajome Foundation	Bank	341,187.57
Inventory	Asset	0.00
PACE Undeposited Funds	Asset	0.00
Undeposited Funds	Asset	0.00
Total Assets		<u>\$ 341,187.57</u>
Liabilities		
Accounts Payable	Liability	\$ 0.00
Sales Tax Payable	Liability	0.00
Total Liabilities		<u>\$ 0.00</u>
Fund Balance		
Fund Balance	Carry-Over/Restricted	\$ 0.00
Change in Fund Balance		341,187.57
Total Fund Balance		<u>\$ 341,187.57</u>
Total Liabilities and Fund Balance		<u>\$ 341,187.57</u>

Name	Revenue	Expense	Net
Programs			
Convenience Fee	\$ 125.70	\$ 0.00	\$ 125.70
Foundation BOD	319,338.63	10,788.32	308,550.31
Friends of Arts -Choir	2,757.09	0.00	2,757.09
Friends of Frogs	10,590.14	524.63	10,065.51
Friends of Tadpoles	38,800.30	24,598.43	14,201.87
GAPP	5,289.55	0.00	5,289.55
GPATV	197.54	0.00	197.54
	<u>\$ 377,098.95</u>	<u>\$ 35,911.38</u>	<u>\$ 341,187.57</u>

Sales

Date	Type	Number	Description	Amount
Foundation BOD Income				
10/27/2023	RECEIPT	560	Guajome Park Academy: Diversity Club funds raised for United We Dream - Foundation BOD Income	\$ 102.00
10/27/2023	RECEIPT	563	Lucy Davis: Scholastic Book Fair - Foundation BOD Income	3,728.47
10/27/2023	RECEIPT	564	Lucy Davis: Scholastic Book Fair - Foundation BOD Income	8.45
10/27/2023	RECEIPT	566	Lucy Davis: Scholastic Book Fair - Foundation BOD Income	50.00
10/31/2023	RECEIPT	567	Stripe: GPPA ASB Fall Festival Wristband Sales via STRIPE - Foundation BOD Income	1,531.69
10/31/2023	RECEIPT	568	Stripe: Donations to Library Bookfair via STRIPE - Foundation BOD Income	71.62
				\$ 5,492.23
Total Sales				\$ 5,492.23

Costs

Date	Type	Number	Description	Amount
Foundation BOD Expense				
10/27/2023	CHECK	999	Guajome Park Academy: Awards for Guajome Parade Winners - Foundation BOD Expense	\$ 300.00
10/27/2023	CHECK	1000	Guajome Park Academy: Award for Guajome Parade Winner - Softball - Foundation BOD Expense	50.00
11/01/2023	CHECK	1002	SCHOLASTIC BOOK FAIRS: Scholastic Book Fair Fall 2023 - Foundation BOD Expense	3,808.53
11/09/2023	CHECK	1003	United We Dream Network: Diversity Awareness Club funds raised for United We Dream - Foundation BOD Expense	102.00
11/09/2023	CHECK	1004	Dawn Voss: Reimbursement for Students in Need - Foundation BOD Expense	500.00
11/09/2023	CHECK	1005	Guajome Park Academy: GPPA ASB Wristband Sales through Stripe for Fall Festival - Foundation BOD Expense	1,531.69
				\$ 6,292.22
Total Costs				\$ 6,292.22

Sales

Date	Type	Number	Description	Amount
Friends of Tadpoles Income				
10/27/2023	RECEIPT	561	Moore, Christal: Science Camp deposit - Friends of Tadpoles Income	\$ 150.00
10/27/2023	RECEIPT	562	Stephens, Jennifer: Kids Are First Fundraiser - Friends of Tadpoles Income	1,598.00
10/27/2023	RECEIPT	562	Stephens, Jennifer: Kids Are First Fundraiser - Friends of Tadpoles Income	1,930.00
10/27/2023	RECEIPT	565	Stephens, Jennifer: Kids Are First Fundraising (FOT) - Friends of Tadpoles Income	308.00
				\$ 3,986.00
Total Sales				\$ 3,986.00

Costs

Date	Type	Number	Description	Amount
Friends of Tadpoles Expense				
10/31/2023	CHECK	1001	Kids Are First Fundraising: FOT Fundraising Fall 2023 - Friends of Tadpoles Expense	\$ 292.89
11/15/2023	CHECK	1006	Amazon Capital Services: FOT Craft & Cocoa Supplies - Friends of Tadpoles Expense	535.28
11/15/2023	CHECK	1007	Lucy Davis: 23/24 Seed Funds for Library Supplies - Friends of Tadpoles Expense	22.15
11/28/2023	CHECK	1008	Lindsay Arias: FOT November Scholar of the Month - Friends of Tadpoles Expense	33.13
				\$ 883.45
Total Costs				\$ 883.45

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 6B.

TO: Board of Directors
FROM: President
DATE: November 30, 2023

SUBJECT: PROGRAM ACTIVITY REPORT

FOUNDATION BOARD ACTIVITY

Event/Program	Amount	Disbursement
GPA Foundation Benevolence Fund	Raised \$2230 to date	Ongoing Fundraiser

FRIENDS OF TADPOLES - COMMITTEE APPROVED EXPENDITURES

Event/Program	Amount	Disbursement
Craft and Cocoa Holiday Movie Night Event	\$535.28	Paid - Amazon order
Partial payment for the bus - 4th grade field trip	Up to \$600	Future expense
GPPA Multicultural celebration supplies	Up to \$600	Future expense
GPPA T-shirt Sales - Foundation Banking Only	Banking Only	Ongoing

FRIENDS OF FROGS ACTIVITY

Event/Program	Amount	Disbursement
Frogsgiving - Staff Appreciation Fundraiser	Raised \$425 to date	Ongoing Fundraiser

FISCAL IMPACT:

- The programs have sufficient funds to support the committee-approved expenditures.

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President

GUAJOME PARK ACADEMY FOUNDATION

Agenda Item 7A.

TO: Board of Directors
FROM: President
DATE: November 30, 2023

SUBJECT: RATIFICATION OF EXPENDITURES

November 2023 Requests

Foundation BOD Expenditure Request

1.	Dawn Voss has requested funds for a long-time GPA employee retirement gift and celebration.	Up to \$500
2.	Kevin Humphrey requests reimbursement to GPA for membership fees for the North County Philanthropy Council	\$515.72

FISCAL IMPACT:

- Programs have sufficient funds to support the expenditures.

RECOMMENDATION: Action

Prepared by:
Amber Lloyd

Approved by:
Joely Gardner - President



Guajome Schools

Building a Community of Learners

October 25, 2023

Dear Foundation Members,

I would like to request funds for a long time GPA classified employee retiree gift and party, not to exceed \$500.

Thank you for your consideration.

Sincerely,

Dawn Voss

Classified Coordinator

BILL TO

Kevin Humphrey
Guajome Schools Foundation
2000 N. Santa Fe Ave
Vista, CA 92083

SALES #

DATE 08/31/2023

DATE

Thank you for your support!

SUBTOTAL	515.72
TAX	0.00
TOTAL	515.72
BALANCE DUE	\$0.00



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

Board of Directors Meeting
UNADOPTED MINUTES
October 26, 2023

- 1. Call to Order** Joely Gardner called the meeting to order in public session at 5:31 p.m. in Building 1, Student Services Building, Administrative Training Center.

Roll Call and Establishment of Quorum:

Members Present: Joely Gardner, Leslie Castillo, Katie Ritz, Amber Lloyd

Absent: Michelle Gonzalez, Shirley Koch
- 2. Approval of Agenda** Moved by Leslie Castillo; second by Katie Ritz; the Board unanimously approved the agenda with the following vote:
Yes: Joely Gardner, Leslie Castillo, Katie Ritz
No: 0
Absent: Michelle Gonzalez, Shirley Koch
- 3. Approval of Minutes** Moved by Leslie Castillo; second by Joely Gardner; the Board unanimously approves the September 28, 2023 Board of Directors Meeting Minutes with the following vote:
Yes: Joely Gardner, Leslie Castillo, Katie Ritz
No: 0
Absent: Michelle Gonzalez, Shirley Koch
- 4. President's Report** No report
- 5. Program Reports** GPA's Culture and Climate Administrator, Katy Perkins, shared a video of the Guajome Day Parade and provided an update on the new school mascot costume.
- 6. Fiscal Report**

 - A. Amber Lloyd provided the Fiscal Reports for the Foundation, including a review of each program's current balance and expenditures.
 - B. Kevin Humphrey shared information provided by Mission Federal Bank and US Bank on investment and banking options for the Foundation. The Board discussed the options available to best manage the funds to maximize both the earned interest and security of the funds.
- 7. Foundation Business**

A. Ratification of Expenditures
Amber Lloyd presented the following November requests for expenditures for approval:

Foundation Board Expenditure Requests:

 - Katy Perkins requested \$50 from the Board for the Guajome Day Parade winning entry.

- *Banking Only* - Carol Blackburn may host a donation drive and requests that the Foundation collect the funds for disbursement as needed.
- *Banking Only* - Friends of Tadpoles (FOT) requests selling wristbands through ParentSquare, and disbursement to the FOT account.

Moved by Joely Gardner; second by Leslie Castillo; the Board unanimously approves the above expenditures with the following vote:

Yes: Joely Gardner, Leslie Castillo, Katie Ritz

No: 0

Absent: Michelle Gonzalez, Shirley Koch

B. Business Directory

The Board discussed the idea of a Guajome Business Directory for stakeholders to promote their business within the school and local community, with sponsorship opportunities to also raise funds for the Foundation.

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|------------|--|--|
| 8. | Organizational Update | Kevin Humphrey, GPA Superintendent, reported on general updates at Guajome Park Academy and ideas for communicating the Foundation’s projects to the school community. |
| 9. | Communication from the Board | None |
| 10. | Proposed Agenda Items for Future Meetings | None |
| 11. | Future Board Meeting | December - No Meeting
January 25, 2024 |
| 12. | Adjournment | Joely Gardner adjourned the meeting at 6:12 p.m. |