



Meeting Agenda

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY ORGANIZATION

Tuesday, March 8, 2022 | 9:15 AM | Virtual

Board Members

Kelly Prevenas, **President** | Emily Schaefer, **Treasurer** | Betsy Baker, **Secretary** | Jackie Manning, **Member-At-Large** | Stephanie Zwaga, **Member-At-Large**

Call to Order and Welcome

Kelly Prevenas

Approval of Minutes

Kelly Prevenas

Committee and Officer Reports

I.	Principal's Report	Jennifer Dooley
II.	Treasurer's Report	Emily Schaefer
	a. February financials	
	b. Grant requests	
	i. Room 9	
	ii. New Teacher Orientation	
III.	Dine-Out	Kelly Prevenas
IV.	DFFO Report	Kelly Prevenas
V.	Book Fair	Jackie Manning
VI.	Community Service Project	Betsy Baker
VII.	CFSD Foundation	Julie Nielson
VIII.	Art Auction	Megan Fraser & Julie Nielson

Unfinished Business

I.	Board positions 2022-2023	Kelly Prevenas
II.	Engraved bricks	Kelly Prevenas

New Business

I.	Teacher Appreciation Week	Kelly Prevenas
----	---------------------------	----------------

Adjourn



Board Meeting Minutes

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY
ORGANIZATION

Tuesday, February 8, 2022 | 09:15AM | Virtual Meeting

In Attendance

Board Members: Kelly Prevenas (President), Betsy Baker (Secretary), Jackie Manning (Member-at Large), Emily Schaefer (Treasurer)

Community Members: Megan Fraser, Julie Nielson, Fatima Bravo, Suzi Messing

Principal/Staff: Jennifer Dooley (Principal), Carole Siegler (Vice President of Governing Board)

Call to Order

Meeting called to order by Prevenas at 9:16 am. Quorum is met.

Approval of Minutes

- January 2022 Minutes was approved by unanimous consent.

Principal's Report

- Principal Dooley reports VVELC is excited to have earned it's NAEYC Accreditation as of February 1st! She states this process started in the 2019-2020 school year but the site visit was postponed due to COVID.
- Registration for 2022-2023 school year is still open for Young 3's and Chinese Mandarin Immersion. All other classrooms are at capacity for next year with a waitlist started.

Committee and Officer Reports

I. Treasurer's Report

- Approval of January Financials
 - Income for the month totaled \$6.00 from Basha's Community Support.
 - Expenses were \$26.53 for Quickbooks under FFO expenses.
 - Motion to approve the January Financial Report made by Prevenas, seconded by Baker and approved with unanimous consent.
- Grant Requests
 - For the art auction classroom art project, Ms. Shepard is requesting \$59.98 for a set of 2 wood chairs and \$10.67 for paint to be used for an art project.
 - Motion to approve this art auction request totaling \$75 made by Prevenas, seconded by Manning, approved unanimously.
 - Ms. Amy is requesting \$46.76 for Instax Mini Film to assist with taking pictures instantly in the classroom to promote students then using those pictures while writing in their storybook and \$90.16 for fleece that was used to make a no-sew blanket for the PACC during their Pet Art Exhibition.
 - Motion to approve this grant request totaling \$136.92 made by Prevenas, seconded by Baker, approved unanimously.

II. Dine-Out

- Next Dine-Out is February 22nd at Panda Express, flier is required. Prevenas states she will put fliers in mailboxes.

III. DFFO Report

- The Test to Stay program started January 3rd.
- First round of Open Enrollment closed on 1/31. Applicants can still apply online as it is ongoing.
- The Governing Board is updating the high school social studies curriculum.
- There is a job fair on March 5th for teachers. Applicants can reserve an interview spot on the CFSD website.
- Community schedule K+ registration is full for all four schools but families can

still apply for a waitlist.

- Next meeting is March 3rd where VVELC is the host.

IV. Book Fair

- Manning states spring book fair is the week of March 14th. The theme is "Reading is Magic."
- She brought up if there should be cash payments at this book fair. There was some discussion with the consensus being not many people paid with cash at the last book fair.

V. Community Service Project

- Baker states community service drive will be Monday 3/14 through Friday 3/18. The drive will be collecting new pajamas and books for the Angel Heart Pajama Project. Pajamas need to be new, complete sets that are flame retardant and sizes needed are 0 months to children's XXL.
- Items can be dropped off at the boxes located by the FFO table. If you have any large boxes to donate please let Baker know.
- Baker reports the donations will be picked up by Stacie at Angel Heart Pajama Project on Monday, March 28th at 9:30 AM after spring break.

VI. CFSD Foundation

- Nielson states Teacher of the Year winners have been announced and details to come on a celebration.

VII. Art Auction

- Fraser reports after the parent survey they will be moving forward with a modified event that will take place at drop off/pick up in the VVELC hallways.
- There will be classroom art projects. Teachers deadline to sign up is Feb 18th with the projects completed by 3/18. Teachers have \$75 from the FFO to use for this project.
- There will be themed classroom baskets. Room parents have been sent out sign ups to pass along to the classes. These were also posted to Bloomz. Items are needed by 3/18.
- Fraser presented a draft budget for the event with expenses projected \$2100 (Class projects \$900, Basket materials \$500, Printing/Advertising \$250, Decor \$150 and Auctria \$300) and income projected of \$9500 (Sponsorship \$2000, 50/50 Raffle \$200, Classroom Art Projects \$1500, Baskets \$1800, Silent Auction \$3700, Raffle Items \$300).
- Nielson reports she is working on sponsorship and silent auction items. She states she has two sponsors confirmed and 15 items donated to date. The silent auction committee is meeting this Thursday virtually.
- Fraser reports they are thinking of using an online program for the silent auction called Auctria. She states it is free for the first 250 bidders and then increases \$300 for accommodating 750 bidders. After some discussion, there was a general consensus to move forward with the free version and upgrade if needed.
- Fraser reports they are looking for someone to take photos of the baskets and silent auction items. Please contact Megan Fraser if you would like to help with this.

Unfinished Business

I. Board Positions 2022-2023

- Prevenas states board positions are open for next year including President, Vice President and Treasurer. If you are interested please contact Prevenas, the FFO or Principal Dooley. These board members are voted in at April's meeting.

New Business

I. Engraved Bricks

- Prevenas reports she contacted the company who previously installed the engraved bricks and the cost has increased since last year by \$5/brick with a minimum of 13 bricks. After some discussion, there was a general consensus to increase the price of purchasing an engraved brick by \$5 to cover this cost.
- Prevenas states she will post to Bloomz next week about bricks with hope of

getting the bricks on the path over spring break.

Call to Audience

N/A

Adjournment

Meeting was adjourned by unanimous consent at 10:28 AM. Next meeting will be held Tuesday, March 8th at 9:15am.

Valley View Preschool FFO
Profit and Loss
July 1, 2021-June 30, 2022

	Total	Budget	% of Budget
Income			
AmazonSmile	176.06	150.00	117%
Art Auction	678.79	10,000.00	7%
Basha's Community Support	145.00	300.00	48%
Bricks	0.00	1,750.00	0%
Community Service Projects	0.00	-	-%
Dine-outs	829.77	800.00	104%
Direct Donations/PayPal	5,813.55	5,000.00	116%
Frys Community Rewards	6.64	65.00	10%
Mabel's Labels	149.66	100.00	150%
Parking Spot	1,172.59	500.00	235%
Photography	0.00	500.00	0%
Read-A-Thon	0.00	-	-%
Scholastic Book Fairs	2,078.47	2,500.00	83%
TShirts	2,124.01	700.00	303%
Total Income	\$ 13,174.54	22,365.00	
Gross Profit	\$ 13,174.54		
Expenses			
Art Auction Costs	93.57	7,000.00	0%
Basha's Community Support	0.00	-	
Bloomz	1,925.00	1,750.00	110%
Bricks	0.00	500.00	0%
CFSD Activies	107.46	500.00	21%
Commuunity Service Projects	52.17	0.00	0%
Credit Card/Bank fees	0.00	400.00	0%
Direct Giving Campaign	0.00	0.00	0%
Enrichment Classes	0.00	2,500.00	0%
Family Events	158.36	400.00	40%
Grant Requests	587.87	2,600.00	23%
FFO Expenses	294.83	300.00	98%
FFO Meetings	36.06	300.00	12%
NAEYC Conference	0.00	1,200.00	0%
Parent Education	0.00	500.00	0%
Petty Cash	0.00	0.00	0%
Staff Appreciation	1,512.33	2,300.00	66%
Staff Development	0.00	500.00	0%
T-Shirts	2,349.28	1,500.00	157%
Volunteer Appreciation	0.00	100.00	0%

Website	0.00	15.00	0%
Wishlist Purchases	3,020.08	0.00	0%
Total Expenses	\$ 10,137.01	22,365.00	
Net Operating Income	\$ 3,037.53		
Net Income	\$ 3,037.53		

Valley View Preschool FFO

Profit and Loss

February 5- March 4, 2022

	Total	Budget	% of Budget
Income			
AmazonSmile	98.02	150.00	65%
Art Auction	678.79	10,000.00	7%
Basha's Community Support	18.00	300.00	6%
Bricks	0.00	1,750.00	0%
Community Service Projects	0.00	0.00	0%
Dine-outs	258.59	800.00	32%
Direct Donations/PayPal	0.00	5,000.00	0%
Frys Community Rewards	0.00	65.00	0%
Mabel's Labels	0.00	100.00	0%
Parking Spot	0.00	500.00	0%
Photography	0.00	500.00	0%
Read-A-Thon	0.00	0.00	0%
Scholastic Book Fairs	0.00	2,500.00	0%
TShirts	0.00	700.00	0%
Total Income	\$ 1,053.40	22,365.00	
Gross Profit	\$ 1,053.40		
Expenses			
Art Auction Costs	93.57	7,000.00	0%
Basha's Community Support	0.00	-	
Bloomz	0.00	1,750.00	0%
Bricks	0.00	500.00	0%
CFSD Activies	0.00	500.00	0%
Community Service Projects	0.00	0.00	0%
Credit Card/Bank fees	0.00	400.00	0%
Direct Giving Campaign	0.00	0.00	0%
Enrichment Classes	0.00	2,500.00	0%
Family Events	0.00	400.00	0%
Grant Requests	0.00	2,600.00	0%
FFO Expenses	36.53	300.00	12%
FFO Meetings	0.00	300.00	0%
NAEYC Conference	0.00	1,200.00	0%
Parent Education	0.00	500.00	0%
Petty Cash	0.00	0.00	0%
Staff Appreciation	300.00	2,300.00	13%
Staff Development	0.00	500.00	0%
T-Shirts	0.00	1,500.00	0%
Volunteer Appreciation	0.00	100.00	0%

Website	0.00	15.00	0%
Wishlist Purchases	0.00	0.00	0%
Total Expenses	\$ 430.10	22,365.00	
Net Operating Income	\$ 623.30		
Net Income	\$ 623.30		

Valley View Preschool FFO

Balance Sheet

As of March 4, 2022

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
Chase Checking (8832)		37,181.38
Direct Donations		-5,813.55
Petty Cash		0.00
Total Bank Accounts		\$31,367.83
Total Current Assets		\$31,367.83
TOTAL ASSETS		\$31,367.83
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening Bal Equity		12,490.98
Retained Earnings		21,652.87
Net Income		-2,776.02
Total Equity		\$31,367.83
TOTAL LIABILITIES AND EQUITY		\$31,367.83

Valley View Preschool FFO

Profit and Loss

February 5 - March 4, 2022

	TOTAL
Income	
AmazonSmile	98.02
Art Auction	678.79
Bashas Community Support	18.00
Dine-outs	258.59
Total Income	\$1,053.40
GROSS PROFIT	\$1,053.40
Expenses	
Art Auction Costs	93.57
FFO Expense	36.53
Staff Appreciation	300.00
Total Expenses	\$430.10
NET OPERATING INCOME	\$623.30
NET INCOME	\$623.30

Valley View FFO Grant Request Form

(The Grant Request must be submitted for FFO approval before anything can be purchased. Please attach a copy of the item(s) from the website to your request.)

Teacher(s) name(s):

Mckenzie Decate

Amount of money requested:

\$38.00

List of items to be purchased:

48 pack of 8x10 Canvas panels

Brief description of the educational use that this money will be used for:

Self-portraits w/ acrylic paints

Total amount (including shipping and tax):

\$38.00

Signature: _____

Mckenzie Decate

Date: _____

2/18/22

Approval: (yes) _____ (no) _____ Date: _____ Signature: _____

Checkout (1 item)

1


Shipping address

McKenzie DeCoite
10075 N BLUE CROSSING WAY
TUCSON, AZ 85743-5213
[Add delivery instructions](#)
Or pick up from an Amazon Locker - 20 locations near this address

Change

2

Payment method

 Amazon Prime Rewards Visa Signature Card
ending in 0333
Earns 5% Back

Billing address: McKenzie M DeCoite, 10075 ...
[Add a gift card or promotion code or voucher](#)

Change

Place your order

By placing your order, you agree to Amazon's privacy notice and conditions of use.

Order Summary

Items:	\$34.99
Shipping & handling:	\$0.00
Total before tax:	\$34.99
Estimated tax to be collected:	\$3.01

Order total: **\$38.00**

How are shipping costs calculated?

Prime shipping benefits have been applied to your order.

3 Review items and shipping

Select FREE Amazon Day Delivery below to have orders delivered together in fewer boxes on a single day.

Delivery date: Feb. 19, 2022 If you order in the next 10 hours and 16 minutes

(Details)

Items shipped from Amazon.com



Madisi Painting Canvas Panels 48 Pack, 8X10, Classroom Value Pack Art Canvas
\$34.99
& FREE Returns
Qty: 1
Sold by: Madisi
Subscribe & Save:
Save up to 5% on future auto-deliveries
Delivery every: 2 months (most common)
[Add gift options](#)

Choose your Prime delivery option:

- ☒ Tomorrow, Feb. 19
FREE One-Day Delivery
- ☐ Wednesday, Feb. 23
FREE Amazon Day Delivery
Get your orders together in fewer boxes and deliveries each Wednesday. [Change delivery day](#)

Place your order

Order total: \$38.00

By placing your order, you agree to Amazon's privacy notice and conditions of use.

*Why has sales tax been applied? See tax and seller information.

Need help? Check our Help pages or contact us

For an item sold by Amazon.com: When you click the "Place your order" button, we'll send you an email message acknowledging receipt of your order. Your contract to purchase an item will not be complete until we send you an email notifying you that the item has been shipped.

Important information about sales tax you may owe in your state

You may return new, unopened merchandise in original condition within 30 days of delivery. Exceptions and restrictions apply. See Amazon.com's Returns Policy.

Need to add more items to your order? Continue shopping on the Amazon.com homepage.

Valley View FFO Grant Request Form
(Please attach a copy of the item from the website to your request.)

Teacher(s) name(s): Dr. Julie Nikolas, Learning Support Specialist

Amount of money requested: I am unable to give an exact amount as it depends upon the number of new teachers hired for the 2022-2022 school year. Last year, the amount requested totaled, \$21.00 plus donated gift cards.

List of items to be purchased:

Calculations are based on last year's request. Specific amount might change, pending the actual number of teachers hired. Please estimate \$10.50 per new teacher/teacher leader plus gift cards.

Item	Vendor	Cost Per Unit	Amount Needed	Total Cost
T-shirts for each new teacher & teacher leader	Mr. Tee's Silk Screen and Shirt Design	\$10.50	2 (approx.)	\$21.00
Gift Cards	Target, Starbucks, Subway, et.	\$5.00	4	\$20.00
Total				\$41.00

Brief description of the educational use that this money will be used for:

We are buying the above items for 2022 CFSD New Teacher Orientation. Teachers who feel supported at the site and district level are more likely to remain in our system, and that kind of consistency and job satisfaction leads to a better experience for all CFSD students. We would appreciate your contribution to our efforts. Please contact us if you have any questions. Thank you for your consideration.

We will request the actual amount for reimbursement of the T-shirts in August after NTO.

****We ask each FFO to buy the gift cards and donate them to us by May 1st. They can be mailed or dropped off in care of Dr. Julie Nikolas at VVELC before May 1, 2022. Thank you!**

Total amount (including shipping and tax): Estimated \$21.00 (based on last year's numbers) plus

\$20.00 in donated gift cards.

Signature: _____ Date: _____

Approval: (yes) _____ (no) _____ Date: _____ Signature: _____

BOOK AND PAJAMA DRIVE

**DONATIONS FOR ANGEL
HEART PAJAMA
PROJECT: MARCH 14-18**

**PAJAMAS SHOULD BE NEW
AND FLAME RETARDANT
BETWEEN 0 MONTHS TO YOUTH XXL**

DROP OFF IN BOXES BY FRONT DESK/BOOK FAIR

art under the stars

SPECIAL PREVIEW

General Info:

Art Under the Stars, Valley View's annual art auction, will be a modified event for 2022 to help ensure the safety and health of our families. This year's art auction will be a week-long event at Valley View, from **April 4 to April 8**.

Families and community members can participate by bidding on items and purchasing raffle tickets. We are using Auctria, a free app for families to place bids conveniently from their phone. Funds raised will support school-wide improvement projects, such as a new shade sail for the outdoor learning area.

Contact Us:

For questions or comments, please contact our Art Auction Committee Co-Chairs.

Room Baskets and Classroom Art Projects

Megan Fraser

Megantfraser@gmail.com | 480.271.1495

Sponsorships and Silent Auction Items

Julie Nielson

Julienielson@longrealty.com | 520.210.1267

Classroom Art Projects

All classrooms are creating a special art piece that will be auctioned off at the event. Look for your classroom's item to see your child's contribution!

Classroom Baskets

Themed classroom baskets offer a variety of items based on a special interest. Find your favorites and make an offer (even if it's your own classroom!).

Silent Auction Community Items

Special community items will be available to bid on as part of the silent auction. These may include commemorative items, family experiences, health and fitness, etc.

Raffles

Raffle tickets can be purchased for a chance to win special items donated by local businesses or try your luck with our 50/50 raffle!

Room Baskets:

Families are encouraged to donate items to their classroom's basket. Click on the different themes below to sign up for a specific donation. All items are needed by **March 18** and can be dropped off at each classroom's art auction box.

Room 1

Lego Lover

Room 2

Meet Tucson

Room 4

Pool & BBQ

Room 5

Gourmet Foodie

Room 6

U of A

Room 7

Board Games

Room 8

Book Lovers

Room 9

Arts & Crafts

Room 11

Sports

Room 12

Fun with Science

Room 13

Animal Care

Room 14

Car Love

Special thanks to our
event sponsors:



Tanque Verde
Home Inspections



CLUB PILATES

ORO VALLEY
TUCSON FOOTHILLS



PUBLIC POLICY
& STRATEGIC
COMMUNICATIONS