



Meeting Agenda

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY ORGANIZATION

Tuesday, April 11, 2023 | 9:15 AM | Staff Lounge & Virtual

Members

Kelly Prevenas, **President** | Julie Nielson, **Treasurer** | Betsy Baker, **Secretary** |
Tina Ienna-Balistreri, **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	Julie Nielson
	a. Approval of March financials	
	b. Funding requests	
III.	CFSD Foundation	Julie Nielson
IV.	DFFO Report	Kelly Prevenas
V.	Dine-out	Stephanie Zwaga
VI.	Book Fair	Kaitlin Jones
VII.	Community Service Project	Betsy Baker
VIII.	Staff Appreciation	Betsy/Kelly
IX.	Art Auction	Caroline/Tina

Unfinished Business

I.	Board elections	Kelly Prevenas
II.	Staff Appreciation Week	Kelly Prevenas

New Business

I.	Volunteer Appreciation	Kelly Prevenas
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Adjourn



Board Meeting Minutes

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY
ORGANIZATION

Tuesday, March 14, 2023 | 09:15 AM | VVELC Staff Lounge & Virtual Meeting

In Attendance

Board Members: Kelly Prevenas (President), Betsy Baker (Secretary), Tina Ienna-Balistreri (Member-at Large), Stephanie Zwaga (Member-at-Large)

Community Members:

Principal/Staff: Jennifer Dooley (Principal)

Call to Order

Meeting called to order by Prevenas at 9:15 am. Quorum is met.

Approval of Minutes

- February 2023 Minutes was approved by unanimous consent.

Principal's Report

- Principal Dooley states it's an exciting week with the book fair going on and PJ Literacy Nights tonight and tomorrow.
- VVELC Summer camp registration begins March 15th with limited full day programming. Camp dates are June 5th-July 15th and you can register per week.
- Water days will resume Tuesdays and Fridays starting May 2nd.

Committee and Officer Reports

I. Treasurer's Report

- Approval of February Financials
 - Income for the month totaled \$1,071.73 including \$99 from AmazonSmile, \$948.73 from Art Auction and, 24.00 Basha's Community Support.
 - Expenses totaled to \$4,379.58 including \$3,468.81 for Art Auction, \$57.90 for CFSD Activities, \$41.83 for FFO expenses, \$44.54 for FFO meetings, \$87.29 for Grant requests and \$679.21 for wishlist purchases.
 - February Financials were approved as distributed with unanimous consent.
 - Of note for next year's budget, AmazonSmile is stopping their program.
- Grant Requests
 - N/a

II. CFSD Foundation

- Teacher of the Year Event will be April 16th from 2-4 PM at Skyline Country Club. It's a family event and tickets can be purchased on the foundation's website.

III. DFFO

- Dr. Kamerzell encourages families to register for school to assist with teacher contracts for next year.
- Community Schools quarter 4 registration is open and summer camp registration begins March 15th.
- Community Schools is looking for coaches for the middle schools.

IV. Dine-Out

- Dine-out for March is Beyond Bread Ina location 3/20 4-7 pm for 10% back. The staff appreciation committee will order lunch for staff during dine-out and lunch to be held 3/21.

V. Book Fair

- Taking place this week, March 13-17th, during drop off and pick up times with only half day on Friday. Will be open during PJ Literacy Nights as well.

- Teachers have placed wishlist books in their baskets and there are boxes by the bookfair check out to donate new books and pajamas to Angel Heart Pajama Project.

VI. Staff Appreciation

- Next staff appreciation luncheon will be Tuesday, March 21st with a catered lunch from Beyond Bread that will be ordered during the dine-out on the Monday night before. The committee is also bringing in drinks for the staff.
- Thursday, April 20th to be a Mexican themed potluck.

VII. Art Auction

- Was a successful event with 143 tickets purchased and 132 attendees that evening.
- Income totaled \$20,824. Expenses were \$8,421.19. Total raised \$12,402 however credit card fees still need to be taken out.
- There was a discussion about ideas for next year which included going back to paper versus using the app. The general consensus was to continue the app Auctria as it is easier for payment and end of the night closing out. Other suggestions included suggesting use of the app during the event versus using the website as the app gave you notifications on your phone during the event. Another suggestion is to end the raffle at 7:30 PM and announce winners because Auctria does not send an email to raffle winners and then begin the live auction at 8. Lastly, look into using Auctria for ticket sales.

Unfinished Business

I. PJ Literacy Nights

- March 14th and 15th from 6-7pm with a camping theme. Kids can wear their pajamas.
- There will be six stations with a map for kids to get a stamp from each station. Stations include book fair, yoga, photo booth, nature names, flashlight reading and making art for Young at HeART Together.

II. Board Positions for 2023-2024

- Open positions include President, Vice President, and Member-at-Large. Please contact the FFO or Principal Dooley with questions or if interested.

New Business

I. Staff Appreciation

- Week of May 8-12th. Discussed possibly having a craft at the FFO table each day for students to make for their teachers and also posting suggested daily theme gifts to Bloomz.

Call to Audience

Adjournment

Meeting was adjourned by unanimous consent at 9:57 am. Next meeting is scheduled for Tuesday, April 11th at 9:15AM.

Valley View Preschool FFO			
Profit and Loss			
March 1st 2023 - March 31st 2023			
	Total	Budget	% of Budget
Income			
AmazonSmile	0.00	273.00	0%
Art Auction	18,511.84	13,600.00	136%
Basha's Community Support	12.00	200.00	6%
Bricks	0.00	1,690.00	0%
Community Service Projects	0.00	0.00	0%
Dine-outs	89.45	1,200.00	7%
Direct Donations/PayPal	0.00	5,000.00	0%
Frys Community Rewards	0.00	100.00	0%
Mabel's Labels	0.00	200.00	0%
Parking Spot	0.00	1,150.00	0%
Photography	0.00	500.00	0%
Read-A-Thon	0.00	0.00	0%
Scholastic Book Fairs	0.00	3,600.00	0%
TShirts	25.00	2,000.00	1%
Total Income	\$ 18,638.29	29,513.00	
Gross Profit	\$ 18,638.29		
Expenses			
Art Auction Costs	4,732.58	7,000.00	68%
Basha's Community Support	0.00	-	
Bloomz	0.00	2,248.00	0%
Bricks	520.00	1,240.00	0%
CFSD Activies	141.22	330.00	43%
Community Service Projects	0.00	100.00	0%
Credit Card/Bank fees	0.00	200.00	0%
Direct Giving Campaign	0.00	0.00	0%

Enrichment Classes	0.00	2,500.00	0%
Family Events	168.83	500.00	34%
Grant Requests	45.24	2,600.00	2%
FFO Expenses	110.81	400.00	28%
FFO Meetings	44.54	500.00	9%
NAEYC Conference	0.00	3,000.00	0%
Parent Education	0.00	500.00	0%
Petty Cash	0.00	0.00	0%
Staff Appreciation	625.36	2,500.00	25%
Staff Development	0.00	1,000.00	0%
T-Shirts	0.00	2,400.00	0%
Volunteer Appreciation	0.00	200.00	0%
Website	0.00	295.00	0%
Wishlist Purchases	0.00	2,000.00	0%
Total Expenses	\$ 6,388.58	29,513.00	
Net Operating Income	\$ 12,249.71		
Net Income	\$ 12,249.71		

Valley View Preschool FFO
Profit and Loss
July 1, 2022-June 30, 2023

	Total	Budget	% of Budget
Income			
AmazonSmile	240.03	273.00	88%
Art Auction	20,889.36	13,600.00	154%
Basha's Community Support	108.00	200.00	54%
Bricks	1,710.00	1,690.00	101%
Community Service Projects	0.00	-	-%
Dine-outs	894.30	1,200.00	75%
Direct Donations/PayPal	5,817.69	5,000.00	116%
Frys Community Rewards	65.78	100.00	66%
Mabel's Labels	202.12	200.00	101%
Parking Spot	889.44	1,150.00	77%
Photography	0.00	500.00	0%
Read-A-Thon	0.00	-	-%
Scholastic Book Fairs	1,771.18	3,600.00	49%
TShirts	1,473.60	2,000.00	74%
Total Income	\$ 34,061.50	29,513.00	
Gross Profit	\$ 34,061.50		
Expenses			
Art Auction Costs	8,352.88	7,000.00	119%
Basha's Community Support	0.00	-	
Bloomz	2,247.50	2,248.00	100%
Bricks	1,240.00	1,240.00	100%
CFSD Activies	220.48	330.00	67%
Community Service Projects	33.16	100.00	0%
Credit Card/Bank fees	0.00	200.00	0%
Direct Giving Campaign	0.00	0.00	0%
Enrichment Classes	0.00	2,500.00	0%
Family Events	199.86	500.00	40%
Grant Requests	1,212.21	2,600.00	47%
FFO Expenses	429.83	400.00	107%
FFO Meetings	345.72	500.00	69%
NAEYC Conference	2,763.84	3,000.00	92%
Parent Education	0.00	500.00	0%
Petty Cash	0.00	0.00	0%
Staff Appreciation	1,610.50	2,500.00	64%
Staff Development	0.00	1,000.00	0%
T-Shirts	2,988.10	2,400.00	125%
Volunteer Appreciation	0.00	200.00	0%

Website	0.00	295.00	0%
Wishlist Purchases	679.21	2,000.00	0%
Gift - Shade Sail	19,813.48	19,813.48	100%
Total Expenses	\$ 42,136.77	49,326.48	
Net Operating Income	-\$ 8,075.27		
Net Income	-\$ 8,075.27		

Valley View Preschool FFO

Profit and Loss

March 2023

	TOTAL
Income	
Art Auction	18,511.84
Bashas Community Support	12.00
Dine-outs	89.45
TShirts	25.00
Total Income	\$18,638.29
GROSS PROFIT	\$18,638.29
Expenses	
Art Auction Costs	4,732.58
Bricks Cost	520.00
CFSD Activities	141.22
Family Events	168.83
FFO Expense	110.81
FFO Meetings	44.54
Grant Requests	45.24
Staff Appreciation	625.36
Total Expenses	\$6,388.58
NET OPERATING INCOME	\$12,249.71
NET INCOME	\$12,249.71

Valley View Preschool FFO

Balance Sheet

As of April 4, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking (8832)	41,164.18
Petty Cash	0.00
Total Bank Accounts	\$41,164.18
Total Current Assets	\$41,164.18
TOTAL ASSETS	\$41,164.18
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Bal Equity	12,522.72
Retained Earnings	36,954.23
Net Income	-8,312.77
Total Equity	\$41,164.18
TOTAL LIABILITIES AND EQUITY	\$41,164.18



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*Salsa Verde
Shrimp Tacos*

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FUNDRAISER IN SUPPORT OF VALLEY VIEW PRESCHOOL FAMILY FACULTY ORGANIZATION

Date:
04/20/2023

Time:
2:00 PM - 8:00 PM

Location:
2906 North Campbell Avenue
Tucson, AZ



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We will donate 30% of the proceeds from your meal to the cause (alcohol & gift cards excluded).
24 hours' notice requested for Catering orders. Third party delivery orders or orders placed at a different time/ location than your scheduled event will not count towards your fundraiser.