



# Meeting Agenda

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY ORGANIZATION

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*Tuesday, November 9, 2021 | 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**

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### Call to Order and Welcome

Kelly Prevenas

### Approval of Minutes

Kelly Prevenas

### Committee and Officer Reports

- I. Principal's Report
- II. Treasurer's Report
  - a. October financials
  - b. Grant requests
- III. Dine-Out
- IV. Service Project
- V. DFFO Report

Jennifer Dooley  
Emily Schaefer

Stephanie Zwaga  
Betsy Baker  
Kelly Prevenas

### Unfinished Business

- I. T-shirt sales

Kelly Prevenas

### New Business

- I. Teacher of the Year

Kelly Prevenas

### Adjourn



# Board Meeting Minutes

VALLEY VIEW EARLY LEARNING CENTER FAMILY FACULTY ORGANIZATION

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*Tuesday, October 5, 2021* | 09:15AM | Virtual Meeting

## In Attendance

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

**Community Members:** Suzi Messing, Megan Fraser, Julie Nielson, Cherie Lungay

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

## Call to Order

Meeting called to order by Prevenas at 9:19 am. Quorum is met.

## Approval of Minutes

- September 2021 Minutes was approved by unanimous consent.

## Principal's Report

- Principal Dooley reports a continued great start to the year and thanks everyone for their contribution to this.
- Upcoming events include Picture Days and Trunk or Treat.
- Manning asked for a post to Bloomz explaining Trunk or Treat as we have many new families who may not know what it is. Prevenas states she will post.

## Committee and Officer Reports

### I. Treasurer's Report

- Approval of September Financials
  - Schaefer reports income for the month was \$6,914.91 including from Basha's Community Support (\$21.00), Direct Donations (\$4,808.80), Fry's Community Rewards (\$6.64) and Book Fair (\$2,078.47)
  - Expenses for the month per Schaefer totaled \$449.28 including FFO expenses (\$82.97) and Staff Appreciation (\$366.31).
  - Motion to approve September Financial Report made by Prevenas, seconded by Baker, and approved with unanimous consent.
- Grant Requests
  - Principal Dooley submitted a grant request for ride on toys to be used by all children on the playground totaling \$168.60. Principal Dooley states these toys need to be replaced as the current ones wheels are broken.
  - Motion to approve grant request made by Prevenas, seconded by Schaefer and unanimously approved.

### II. Dine-Out

- Zwaga reports will have a total and check for Fini's Landing Dine-Out from September by the end of the week per their manager.
- October 19th Dine-Out at MOD Pizza with 20% going back to the school.
- Zwaga states she is working on November 18th Dine-Out at Raising Cane's.
- Zwaga discussed possibly doing two Dine-Outs for the month of December with one being Krispy Kreme and another being a typical dine out. The general consensus was to try this.

### III. Staff Appreciation

- Prevenas reports from an email from the committee chairs a big thank you to everyone who contributed to the September Staff Appreciation Luncheon where Baggins was served to staff as well as donated individual snack items/drinks.
- The committee reports they will skip a formal luncheon for October due to budget restrictions/COVID precautions but will have donated store bought, individual snacks on October 21st. There will be a sign up sheet to donate.

Please contact Prevenas if you would like to be added to this email list to donate.

#### **IV. Art Auction**

- Fraser reports they are 179 days out from the event and had their first virtual meeting last night with the committee where they talked about the event vision, plan and timeline.
- Volunteers were asked to email Fraser and Nielson by 10/18 to let them know their committee preference.
- January is when heavy planning will begin.

#### **V. Book Fair**

- Manning states there was a date change for the Book Fair to March 14-18th and Pajama Nights to March 15-16th due to Principal Dooley being out of town.

#### **VI. Service Project**

- Disney Family Volunteering continues to be on hiatus. Baker will continue to check the website as in previous years the Disney tickets received were used to auction off at the art auction.
- First semester project to be collecting items for "Busy Bags" for Ronald McDonald House of Southern Arizona. These bags are given to children who are staying with their families at the Ronald McDonald House.
- Arts and Crafts and toy items such as crayons, playdough, small toys (not plush) to be collected November 15-19th in boxes by FFO table and organizing/making bags with all classrooms participating on the morning Monday November 22nd.
- Baker will put together a specific list of items to be donated that can be posted to Bloomz 1-2 weeks before.
- Baker will contact Ronald McDonald House to see if they can pick up the items on November 22nd.

#### **VII. DFFO Report**

- Prevenas reports the next meeting is this Thursday, October 7th.
- Catalina Foothills High School FFO President is looking for volunteers to help with grad night. If you are interested in volunteering please contact Prevenas.
- There is a FFO district training on Thursday October 7 that Prevenas and Schaefer will attend.

### **Unfinished Business**

#### **I. T-shirt Sales**

- Prevenas states almost all shirts have been sold except 3 size smalls. Order forms for x-small shirts are available on the FFO table and need to be placed by Friday, October 8th.
- Prevenas reports she has had some questions about parents wanting adult sized shirts and asked the group's thoughts on this. There was a general consensus to look into this.

#### **II. Trunk or Treat**

- To be held Thursday, October 21st from 6-7pm. Set up for cars who are decorating at 5:30PM. The whole family is welcome and everyone is encouraged to bring a flashlight.
- 35 slots to decorate a car have been filled.
- The FFO will have a table with water bottles. There will be a photo booth made by Messing.
- There was a discussion on marking the spots for the cars to space them out possibly with painter's tape.

#### **III. Picture Days**

- To be Tuesday, October 19th and Wednesday, October 20th.
- If your child attends both days they will have their individual picture on Tuesday and class picture both days.
- If your child does not attend either day then contact your teacher to coordinate a time on those days to come in for a picture.
- Ordering will be online.

## New Business

### I. Spirit Days

- Prevenas reports spirit days were previously supposed to be every Wednesday however not all children attend Wednesdays. There was a discussion leading to general consensus to have spirit days on Tuesday and Wednesday each week to include more students.

## Call to Audience

N/A

## Adjournment

Meeting was adjourned by unanimous consent at 9:56 AM. Next meeting will be held Tuesday, November 9th at 9:15am.

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

	<b>Total</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Income</b>			
AmazonSmile	29.12	150.00	19%
Art Auction	0.00	10,000.00	0%
Basha's Community Support	55.00	300.00	18%
Bricks	0.00	1,750.00	0%
Community Service Projects	0.00	-	-%
Dine-outs	326.00	800.00	41%
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	2,028.37	700.00	290%
<b>Total Income</b>	<b>\$ 11,659.40</b>	<b>22,365.00</b>	
<b>Gross Profit</b>	<b>\$ 11,659.40</b>		
<b>Expenses</b>			
Art Auction Costs	0.00	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%
Community Service Projects	26.08	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	364.32	2,600.00	14%
FFO Expenses	178.71	300.00	60%
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	366.31	2,300.00	16%
Staff Development	0.00	500.00	0%
T-Shirts	1,510.18	1,500.00	101%
Volunteer Appreciation	0.00	100.00	0%

Website	0.00	15.00	0%
Wishlist Purchases	0.00	0.00	0%
Total Expenses	\$ 4,672.48	22,365.00	
Net Operating Income	\$ 6,986.92		
Net Income	\$ 6,986.92		

# Valley View Preschool FFO

## Profit and Loss

October 2- November 4, 2021

	<b>Total</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Income</b>			
AmazonSmile	0.00	150.00	0%
Art Auction	0.00	10,000.00	0%
Basha's Community Support	24.00	300.00	8%
Bricks	0.00	1,750.00	0%
Community Service Projects	0.00	0.00	0%
Dine-outs	221.00	800.00	28%
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	2,028.37	700.00	290%
<b>Total Income</b>	<b>\$ 2,273.37</b>	<b>22,365.00</b>	
<b>Gross Profit</b>	<b>\$ 2,273.37</b>		
<b>Expenses</b>			
Art Auction Costs	0.00	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	26.08	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	12.56	400.00	3%
Grant Requests	364.32	2,600.00	14%
FFO Expenses	26.53	300.00	9%
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	0.00	2,300.00	0%
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	\$ 429.49	22,365.00	
Net Operating Income	\$ 1,843.88		
Net Income	\$ 1,843.88		



# Valley View Preschool FFO

## Balance Sheet

As of November 4, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Chase Checking (8832)	41,130.77
Direct Donations	-5,813.55
Petty Cash	0.00
<b>Total Bank Accounts</b>	<b>\$35,317.22</b>
<b>Total Current Assets</b>	<b>\$35,317.22</b>
<b>TOTAL ASSETS</b>	<b>\$35,317.22</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
Opening Bal Equity	12,490.98
Retained Earnings	21,652.87
Net Income	1,173.37
<b>Total Equity</b>	<b>\$35,317.22</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$35,317.22</b>

# Valley View Preschool FFO

## Profit and Loss

October 2 - November 4, 2021

	TOTAL
Income	
Bashas Community Support	24.00
Dine-outs	221.00
TShirts	2,028.37
<b>Total Income</b>	<b>\$2,273.37</b>
GROSS PROFIT	<b>\$2,273.37</b>
Expenses	
Community Service Event Cost	26.08
Family Events	0.00
Trunk or Treat - Supplies	12.56
<b>Total Family Events</b>	<b>12.56</b>
FFO Expense	26.53
Grant Requests	364.32
<b>Total Expenses</b>	<b>\$429.49</b>
NET OPERATING INCOME	<b>\$1,843.88</b>
NET INCOME	<b>\$1,843.88</b>

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

**Teacher(s) name(s):** Front Office (for all classrooms)

**Amount of money requested: \$94.75**

**List of items to be purchased: 25lb bulk alum**

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

**This is an ingredient for playdoh**

**Total amount (Including shipping and tax): \$94.75**

**Signature:**  **Date:** 11/1/2021

**Approval: (yes)\_\_\_\_\_ (no)\_\_\_\_\_ Date:\_\_\_\_\_ Signature:\_\_\_\_\_**

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# Alum Powder

4.9

204 Ratings

204 Ratings



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**\$4.99**

1lb bag

**\$4.99/lb**

**\$24.20**

5lb bag

**\$4.84/lb**

**\$94.75**

25lb case

**\$3.79/lb**

Quantity

1

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☐ One time purchase

☐ Auto Delivery

Save 5% on future orders, cancel anytime.

Total **\$94.75**

Add to Cart

Order in the next **3 hours 28 minutes** and we'll ship today!

Pin It **194**

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Alum powder is a crystalline powder that is most commonly used in pickling; it keeps pickles firm and crispy.

**THIS ALUM WILL NOT GROW CRYSTALS.**

Alum powder is often used to firm and crispen pickles by letting them soak in a sealed brine solution of water, vinegar, salt, spices, and alum powder for several weeks. Cucumbers should be pickled at the peak of freshness because they will become soft after a few days. Use up to 1/4 teaspoon of alum per pint of solution.

Alum's tissue-shrinking properties gave it a starring role in multiple episodes of the cartoon *Looney Tunes* in which alum was shown to comically shrink the characters' heads and pucker up lips.

**Get Free Shipping at just \$29+**

[Redeem Offer](#)

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

**Teacher(s) name(s):** Jennifer Dooley

**Amount of money requested:** \$80.00

**List of items to be purchased:**

A promotional flyer for a virtual institute. The top section has a dark background with the text "Fall Focus" in a large, elegant script font, and "VIRTUAL INSTITUTE" in a smaller, sans-serif font below it. The middle section has a white background with the title "UNDERSTANDING & ADJUSTING TO HOW THE PANDEMIC HAS IMPACTED EDUCATION" in a bold, sans-serif font. Below the title is the date and time: "Saturday November 6, 2021" and "9am - 3pm MST". The bottom section has a dark background with a paragraph of text describing the institute's purpose. To the right of the paragraph is a portrait of a woman with long brown hair, smiling. Below the paragraph is a quote in a script font: "Words cannot express how great these sessions are." and "I did not expect 3 hours on Zoom to go by so quickly." To the left of the quote is a large "\$40" in a script font. Below the quote is a white box with the text "BOOK NOW" and "ONLY 300 SPOTS AVAILABLE". At the bottom left is the logo for "Tessa Brock CONSULTING" and at the bottom right is the website "www.TessaBrock.com" and email "tessabrockaz@gmail.com".

**Fall Focus**  
VIRTUAL INSTITUTE

**UNDERSTANDING & ADJUSTING TO HOW  
THE PANDEMIC HAS IMPACTED EDUCATION**

Saturday November 6, 2021  
9am - 3pm MST

The experience of the pandemic has left an undeniable imprint on all of us. Many educators began the year exhausted, and many students have returned to the classroom with significant academic and social-emotional learning loss. We know that students must be regulated and in a "calm brain state" in order to be ready to learn. This day-long, engaging and interactive institute, will provide insights on how to move forward, grounded in trauma-informed best practices, focused on self-awareness, regulation, and relationships, to optimize learning. The concepts and strategies presented will help enhance your skills, and will greatly benefit both faculty and students.

*Words cannot express how great these sessions are.*

*I did not expect 3 hours on Zoom to go by so quickly.*

**\$40**

**BOOK NOW**  
ONLY 300 SPOTS AVAILABLE

*Tessa Brock*  
CONSULTING

www.TessaBrock.com  
tessabrockaz@gmail.com

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

Professional development virtual summit for two VVELC staff in the area of self-awareness, regulation and relationships to support optimal learning. Staff will be able to share with other staff members.

**Total amount (including shipping and tax):** \$80.00


Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approval: (yes) \_\_\_\_\_ (no) \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_



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Naperville, IL 60563  
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Model #	Description	Lbs	Quantity	Unit Price	Unit Total
HT-100Y	Recycled Plastic Hexagonal Shaped Youth Picnic Table BR Brown Frame CD Cedar Top/Seats	115	<input type="text" value="4"/>	\$627.00	\$2,508.00
<b>Calculate Shipping</b>		Zip Code <input type="text" value="85718"/>		Subtotal	\$2,508.00
<input type="checkbox"/> Phone Call Service				<input type="checkbox"/> <b>Tax Exempt / For Resale</b>	TBD
<input type="checkbox"/> Liftgate Service 				Shipping	\$315.48
After changing quantity, please click Recalculate below		<input type="button" value="Calculate"/>		Grand Total	\$2,823.48

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# JOIN OUR FUNDRAISER AT RAISING CANE'S!

**Mention the fundraiser at the register  
and Cane's will donate 15% of sales to:**

## Valley View Preschool FFO Fundraiser

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### DATE & TIME:

**November 18, 2021 from 04:00 PM - 10:00 PM**

### LOCATION:

**4219 N Oracle Rd, Tucson, AZ 85705  
+1 520-887-5080**



**raisingcanes.com**

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# RAISE DOUGH

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**BRING THIS FLYER IN ON**

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**FINE PRINT:** Donation excludes proceeds from alcohol, tax and gratuity. Valid for dine-in or takeout. Batteries not included. Some assembly required.

A decorative border surrounds the central text, composed of various geometric shapes in red, yellow, and blue. These shapes include triangles, squares, and hexagons, many of which have circular cutouts or are stacked on top of each other, resembling building blocks or interlocking plastic pieces.

# BUSY BAGS

**community service drive collecting  
new, small arts and crafts, toys and  
snacks for Ronald McDonald House of  
Southern Arizona**

**NOVEMBER  
15-19TH**

**sign up for donated items now on SignUpGenius.  
drop off donated items at the FFO table by the front desk.**

**QUESTIONS? SEND AN EMAIL TO  
VVPFFO@GMAIL.COM**