

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

President: Dena Weiss
Vice President: TBA
Secretary: Karen DiBiase
Treasurer: Heath Kline
Parliamentarian: Don Patterson

Committee Chair, Julie Waltrip
Committee Members:
Reina Cerros-McCoughey
Heath Kline
Rochelle "Shelly" Schwartz
Allan Biggins Stakeholder
Youth Member TBA



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

**WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD
COUNCIL**

**Regular Education Committee Meeting
Agenda
Fire Station #84
Community Room**

21050 Burbank Blvd, Woodland Hills, CA 91364
Tuesday February 6, 2024
6:30 p.m.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiBiase, Secretaria, al **818-639-9444** o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board

Items for Discussion and Possible Action:

All comment is limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.

1. Call to Order.
 2. Roll call of members: Julie Waltrip, Reina Cerros-McCoughey, Heath Kline, Rochelle "Shelly" Schwartz, Allan Biggins
 3. Public Announcements by city officials and representatives: (2) minutes per speaker.
 4. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker.
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5. Approval of Committee Minutes: 12.5.23 and 1.2.24 (See supporting documents)

6. **Items for discussion and possible action:** (See supporting documents)

Stakeholder Public Comment will be taken on each agenda item: (2) minutes per speaker

Item One: (30 minutes) Presentation, Discussion and Possible Action:

Woodlake Elementary PTO is asking for funding toward their arts night. 3 members of their community have a presentation for the committee. See supporting documents.

Roll call vote. (if applicable).

Item Two: (15 minutes) for Discussion and Possible Action:

Outreach Committee asks Education Committee Mission to provide updates for website and newsletter using these prompts: Item one: Committee Pages Website Updates

1. What does your committee do? 3-6 sentences
2. If your committee has a mission statement, what is it?
3. Who are all the committee members on your committee?

Item two: Quarterly Newsletter Committee Update:

1. Are there any committee updates to provide to stakeholders in the future Committee Update section of our newsletter? 3-6 sentences.
2. A picture or two if you have one and want to use one.

Roll call vote. (if applicable).

Item Three: (15 minutes) for Discussion and Possible Action:

Woodland Hills Academy Middle School hosts our neighborhood council to have a free booth at their resource fair on Saturday February 24, 2024. Committee will discuss sign up sheet from board meeting, and any details for coordination, set up, boothing and tear down.

Roll call vote. (if applicable).

Item Four: (15 minutes) Future Items for the agenda discussed.

ADJOURNMENT. The next meeting will be on Tuesday March 5, 2024 6:30 pm at the same place.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- **A copy of this agenda is also physically posted on the outside of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office is accessed from Owensmouth Street. Parking is free.**
- www.whcouncil.org
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.WHWCNC.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Dena Weiss at: d.weiss@whcouncil.org.

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website.

Supporting Documents:

Regular Education Committee Meeting Minutes Education committee
12/5/2023 6:30 P.M.

Call to order 6:37 p.m.

Roll call- Committee Chair, Julie Waltrip- Present, Reina Cerros-McCaughey-Present, Heath Kline- Present, Rochelle "Shelly" Schwartz- Absent, Allan Biggins Stakeholder- Present (arrived 6:55 pm)

No public announcements.

No members of the public in attendance.

Approval of committee minutes of 11/28/2023. Heath Kline- seconds approval of minutes.

Roll call vote: all present voted yes to approve.

Item One- Heath seconds motion on youth conference January 27, 2024

Education committee to promote the youth conference. Heath shared that the WHWCNC has participated in the past. Suggestion made to share the youth conference with outreach right away due to the short time line. Deadline to apply is 12/18/23.

Review of youth member application used in the past to recruit for a board position. Applications are due 2/02/2023 for consideration during the 2/2024 education committee term. Julie W. will revise the application form to include a photo release to be signed by the parent.

Julie will circulate a draft of the application to the committee for review.

Committee members will share the application with local schools and ask the school to disseminate with students.

Roll Call Vote- not needed

Item two- Future events

Discussion of how to serve the local schools with their needs.

There are several schools with grievances about the education committee's past actions during 2022-2023 fiscal year.

Possible future events- resource fair outreach item.

Possible outreach at a local school - 02/24/2023 11 am to 2 p.m.

Many schools are unwilling to return to the NC due to the failed promises made by the board in the past year. Heath suggested education engage with Outreach to engage with local community.

Heath requested that all NPG's be submitted to him before the item goes to the board for a vote.

Heath needs to review the documents to verify that all the documents are correct.

Adjourn: 8:21 P.M.

Regular Education Committee Meeting Agenda Fire Station #84 Community Room
21050 Burbank Blvd, Woodland Hills, CA 91364
Tuesday January 2, 2024 6:30 p.m.

Call to order 6:36 P.M.

Present- Julie W, Heath Kline, Reina Cerros McCaughey Absent- Shelly Schwartz
Members of the Public- Two Stakeholders in attendance.

Minutes for approval- not available.

Woodland Hills Academy Middle School invites the neighborhood council to attend the upcoming resource fair which will be held on Saturday February 24, 2024. Shelly Schwartz and Reina Cerros McCaughey offered to attend and staff the booth. Committee recommends the full board's participation in the event as a Neighborhood Council. Committee moves to participate but not to fund this item. Any funding would be aside and separate from today's discussion. Move to commit to attend on the date as stated on the agenda. Heath Kline will coordinate with Reina on storage goods and materials to distribute during the fair. Julie Waltrip is not available to attend
Roll Call Vote- Reina- yes, Heath- Yes, Julie- yes.

Night of the Arts- Woodlake Elementary - Motion to amend the motion for an additional \$2000. Julie moved- Reina seconds

NOTA scheduled for May 04, 2024

The committee request additional information about the Source of funding for the event.

Discussion held- All outstanding items must be provided to the chair before the general board meeting.

Roll Call Vote- yes, Heath, yes, Julie, yes. Motion passes

Hale Charter Academy Middle School - Librarian Wendy Rokos updated the request for books to be used by students in preparation for the National Spelling Bee. Books are recommended for sixth, seventh, and eighth grade students. Request for funding in the amount of \$1000.

Roll call vote.- No vote was taken.

Item continued to a future committee meeting.

Youth Member Application second rough draft and dates will be finalized for distribution and posting. City attorney may need to review the form for approval. Item Continued to a future committee meeting-

Roll Call Vote: Reina-yes, Heath-no, Julie-yes. Motion Passes

Education Committee proposed the option to meet remotely via Zoom in order to increase attendance and productivity.

Motion Second- Reina

City attorney requests the entire board must vote on this item. A majority of the board must vote and agree to vote to approve zoom meetings. .

Roll Call Vote- Reina- yes, Julie-yes, Heath- yes. Motion passes.

Request for Mr. Allan Biggins to receive credentials to log into the email portal.

Motion Second- Reina

Roll Call Vote: Reina, Julie, Heath, yes. Motion passes

Discussion- Secretary is unsure how to record committee meeting attendances.

Adjourn- 8:15 pm. Next committee meeting: Tuesday 2/6/2024

Education Committee Minutes for 1/2/2024

Items for Discussion and Possible Action:

All comment is limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.

1. Call to Order @ 6:34PM . Roll call of members: Julie Waltrip **Present** , Reina Cerros-McCaughey **Present** , Heath Kline **Present** , Rochelle “Shelly” Schwartz **Absent**, Allan Biggins **Absent**. 3 of 5 members present. Quorum established.

2. Public Announcements by city officials and representatives: (2) minutes per speaker: **None**.

3. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker:

Stakeholder attending with her toddler son informed committee, that they were new residents of WH and she wanted to learn more about WH and its NC, having been introduced to NC’s by her CSUN professor who gave his students credits for attending NC meetings which she did and found interesting.

4. Approval of Committee Minutes: Tue. December 5, 2023 if available. – **Motion by Julie**

None Available

5. Items for discussion and possible action: see supporting documents on each item

Stakeholder Public Comment will be taken on each agenda item: (3) minutes per speaker:

Item No. One: (15 minutes)

Woodland Hills Academy Middle School invites our neighborhood council to have a free booth at their resource fair on Saturday February 24, 2024. Shelly Schwartz and Reina Cerros McCaughey mentioned they are available that day to run the booth. Committee recommends the full board’s participation in the event as a Neighborhood Council. See supporting documents. Roll call vote.

Discussion held recounting the last two years of attending this event, first year the Ed Committee came to the well-attended event as attendees, and last year as exhibitors. Unfortunately, last year’s resource fair did not have as many exhibitors or attendees because the weather delayed larger heavily promoted regional Emergency Preparedness Fair at Pierce College was taking place at the same time which drew away many of the exhibitors and attendees.

It was however the consensus of the committee that this event is local and gives us a unique opportunity to support WHA who has been a gracious meeting host for our NC, meet with

families in our local community, many new to the area, some ESL, with government agencies and elected staffs, and local and district school staffs. Therefore, if we can muster enough Education Committee and Board volunteers to man the booth, we should participate as exhibitors at the resource fair, which this year WHA is offering us at no cost.

Committee Chair Julie Waltrip indicated that she was in support of NC participation, however she had a scheduling conflict and could not attend. Reina Cerros McCaughey volunteered to be the event day coordinator and Heath Kline said he would attend.

Motion: Bring participation in the event to the Board, for approval, coordination with Outreach Committee for handouts, and signup of board members for booth staffing.

Motion by Julie Waltrip , seconded by Heath Kline

Vote: Julie Waltrip **Yes**, Reina Cerros-McCaughey **Yes**, Heath Kline **Yes**

Item Two: (15 minutes)

Woodlake Elementary School PTA Community Outreach Terra Collins hosts their Annual Arts Night called NOTA. Committee will consider her npg request for funding. See supporting documents. Roll call vote.

No one from the Woodlake PTA was able to attend the meeting, a review of their submitted NPG application left the Ed Committee with unanswered question. Therefore, the item was continued to a future meeting when Woodlake could attend and provide answers to the committee. The committee chair will reach out, explain, and coordinate putting on the agenda for a time the applicant can attend.

Item Three: (15 minutes)

Librarian Wendy Rokos updated her book list order based on Scripps National Spelling Bee recommendations for sixth seventh and eighth grade students to read at Hale Charter Academy Middle School. Committee will consider her NPG request for funding. See supporting documents. Roll call vote.

Motion by Julie Waltrip , **seconded by** Reina Cerros-McCaughey:

Committee members first discussed the in-person presentation made by Hale Middle School Librarian Wendy Rokos at the committee's October meeting, then reviewed and discussed submitted NPG documents. Committee members found the NPG application was not filled out correctly in accordance with form instructions and if submitted to the full board and the City Clerk without corrections, it would be denied by both.

Analysis of the accompanying principal's letter reinforced the educational and social development value of Hale students participating in school site preparation and "first round" Spelling Bee competition and then Hale students competing to advance with other LAUSD

schools, then hopefully advance at the county, state, and national levels. Unfortunately, Principal Henry Song's letter stated that the spelling bee competition would take place at Hale January 9th the day before the WHWCNC next board meeting having the effect of asking our NC and then the City Clerk to approve and fund an event that had already taken place, which is a violation of the Clerk's NC Funding Policies and therefore, it would not be approved.

For all these reasons no vote was taken by the committee. The committee chair will reach out and explain the documentation and timing issues to the applicant and invite them to reapply for NPG funding for a future activity with sufficient lead time for their application to make it through the often-plodding multi-step approval process.

Item Four: (15 minutes)

Youth Member Application second rough draft and dates will be finalized for distribution and posting. See supporting documents.

Roll call vote.

The committee held further discussion on updating and refining the "draft" youth member application form and how to outreach to local schools to attract youth applicants to apply for the board seat. Item to be continued to a future committee meeting.

Item Five: (15 minutes)

Our committee wants the option to meet remotely via Zoom to increase attendance and productivity. See supporting documents.

Roll call vote.

Motion by Julie Waltrip, seconded by Reina Cerros-McCaughey

Committee member Heath Kline, also a member of the Governance Committee gave an update on the requirements of DONE and City Attorney of NCs passing an enabling motion to meet remotely under SB-411 legislation. Heath explained the Governance Committee had passed such a motion but has not placed it on the full board's agenda because our board has not to date meet the quorum requirements imposed by the City. With the recent and pending appointments of new board members the WHWCNC will meet the quorum requirements and the motion can be agendaized at its February board meeting for consideration.

Education Committee members felt strongly that the committee functioned better for its members and people coming before the committee, in addition the committee had greater Stakeholder participation at the committee and board levels when we were able to meet via Zoom during the COVID-19 health emergency and wanted to express that position to the full board and ask them to take enabling actions ASAP.

Vote: Julie Waltrip **Yes**, Reina Cerros-McCaughey **Yes**, Heath Kline **Yes**

Motion approved 3/0/0

Item Six: (15 minutes)

Stakeholder Allan Biggins needs to be given his login and password credentials to access his required training so that he can receive his voting privileges with no more delay. See supporting documents.

Roll call vote.

Motion by Julie Waltrip, seconded by Heath Kline

Vote: Julie Waltrip **Yes**, Reina Cerros-McCaughey **Yes**, Heath Kline **Yes**

Motion approved 3/0/0

Meeting adjourned at 8:15PM.

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills Warner Center Neighborhood Council

SECTION I- APPLICANT INFORMATION

1a) Woodlake Ave Elementary PTSA 95-6206846 California 10/06/1953
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 23231 Hatteras St Woodland Hills CA 91367
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**
Terra Collins, PTSA Community Outreach 818-425-0855 WoodlakeVolunteers@gmail.com
Name *Phone* *Email*

2) **Type of Organization- Please select one:**
 Public School (not to include private schools) *Attach Signed letter on School Letterhead* or 501(c)(3) Non-Profit (other than religious institutions) *Attach IRS Determination Letter*

3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose of this grant is to help with costs and arts access for our 590 students and their arts showcase, Night of the Arts community event. Our enrollment grew by 100 students within the last school year, and we are proud to say that all arts enrichment programs were covered for every TK-5th grade class—including displaced Ukrainian and Israeli students, as well as special education students. NOTA showcases students' artwork in an outdoor "art gallery" and invites the community in to view the art, create art of their own, and enjoy choral music, dance, and musical theater performances. Art supplies, signage, on site art stations, refreshments and more need to be purchased/rented.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

To create the gallery, art pieces using watercolors, oil pastels, clay, chalk, brushes, glue, paints, spray foam and embellishments need to be mounted to presentation boards, hung in frames, and constructed (Recycled Art Garden sculptures). Supplies for the make-and-take art stations and crafted backdrops for the choral music and musical theater numbers are also completed by students on large canvas sheets. With the assistance of this grant we are also able to help replenish some of the art supplies used during Studio Art instruction for all of our 590 students.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Art supplies for this event	\$ 2000	\$ 4200
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
No. Funding was raised in the 2022-23 school year via direct ask campaign. See supporting documents of funds raised and budget for this event.	\$ 2200	\$ 4200
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 2000

10a) Start date: 03 / 04 / 24 10b) Date Funds Required: 04 / 04 / 24 10c) Expected Completion Date: 05 / 04 / 24
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

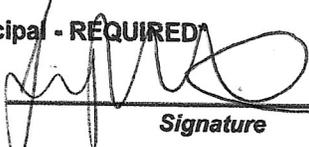
11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - **REQUIRED***
Jennifer Richmond PTSA President  12/01/23
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - **REQUIRED***
Talia Vatury PTSA Secretary  12/01/23
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



Woodlake Elementary Community Charter School

Los Angeles Unified School District, Region North
23231 Hatteras St., Woodland Hills, California 91367
Telephone (818) 347-7097 Fax (818) 883-3953

Alberto Carvalho
Superintendent of Schools
David Baca
Region North Superintendent
Amy Pedersen
Principal
Julie Ljubicic
AP EIS
Lorna Weise
AP

December 4, 2023

Subject: Support for PTSA NPG Request

Dear Woodland Hills Warner Center Neighborhood Council,

I am writing to express my full support for the funding request submitted by our Parent Teacher Student Association (PTSA) for Night of the Arts, 05/04/2024. As the principal of Woodlake Elementary Community Charter, I have witnessed the invaluable contributions of our PTSA in enhancing the educational experience for our students. The proposed initiative aligns seamlessly with our school's commitment to arts enrichment education, and I believe that the requested funds will significantly benefit our students with additional supplies and the opportunity to display, or perform, their work.

Our PTSA has a proven track record of successful projects that have enriched our learning environment and fostered a sense of community within our school. I have complete confidence that the proposed project will continue this tradition of excellence. I kindly urge the WHWC Neighborhood Council to consider this funding request favorably, recognizing the positive impact it will have on our students and the broader community. Your support will undoubtedly contribute to the continued success of our school.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Amy Pedersen".

Amy Pedersen

Principal



everychild.one voice.

2327 L Street, Sacramento, CA 95816

(916) 440-1985 • Fax (916) 440-1986 • info@capta.org • www.capta.org

LETTER OF DETERMINATION

March 27, 2023

Terra Collins, Unit President
Woodlake Avenue Elementary PTSA [2710]

Dear Terra:

In response to request of this office concerning your PTA's tax-exempt status, a copy of our group ruling letter dated November 18, 1943, from Internal Revenue, which grants federal income tax exemption to all PTAs in California, is enclosed. You will note the Internal Revenue Code section at that time as referred to in the letter was 101(6)—now Section 501(c)(3) as indicated in all PTA bylaws in California. The group exemption number assigned to the California State PTA is GEN-0646.

Also enclosed is a copy of the February 24, 2010 letter from Franchise Tax Board confirming PTA's exemption from state franchise or income tax under Section 23701d of the Revenue and Taxation Code.

Both the federal and state exemption letters cover all of our divisions—local units (associations), councils and districts. The letters are issued to the California Congress of Parents and Teachers, Inc. The corporate name was changed as indicated on this letterhead by vote of the annual convention on May 5, 1978, and has been recorded and filed with the Secretary of State with certificate endorsed on August 14, 1978.

Woodlake Avenue Elementary PTSA is a unit in good standing. It was organized on October 6, 1953 according to our official records, and is chartered as a member organization of the California Congress of Parents, Teachers, and Students, Inc.

Woodlake Avenue Elementary PTSA located at 23231 Hatteras Street, Woodland Hills, CA, 91367 in the Thirty-First District, California Congress of Parents, Teachers and Students, Incorporated, is a nonprofit, tax-exempt association under our group ruling. The Employer Identification Number (EIN) assigned to Woodlake Avenue Elementary PTSA is 956206846 and the assigned Franchise Tax Board entity number is 9541907.

Sincerely,

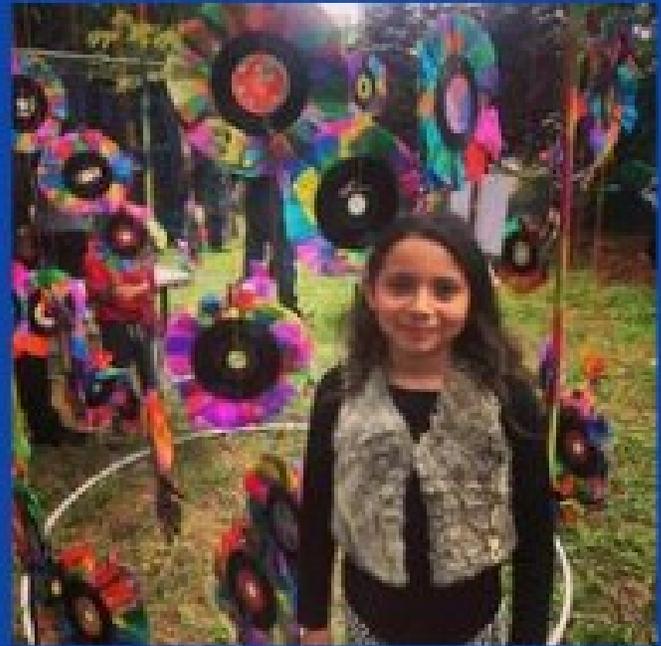
A handwritten signature in cursive script that reads "Donna Broussard".

Donna Broussard
Tax Filing Assistant

cc: District President

Budget 2024:

- \$1000 recycled art garden crafting materials, paint, glue, strings, boxes, signage, etc
- \$300 props to create outdoor theater
- \$500 bulk 8x10 frame purchase
- \$500 Equipment rentals (speakers, tables & chairs)
- \$300 waters & snacks
- \$400 event flyer & program printing
- \$500 for interactive art station projects for everyone who attends
- \$100 Canvas Sheets/Drop Cloths
- \$600 second semester art supplies: paint, pastels, clay, paper, cleaning supplies



Total: \$4200

Grant Request: \$2000