

Student Welcome

Dear Parents and Students,

It is my sincere hope that the Northwest Art Center is a welcoming center of community where each student is honored for who they are, supported and even celebrated for where they are along their artistic path.

As teachers, we strive to gently nudge students to their next level, stressing learning, exploration and reaching. As one artist to another, I hope to convey to students my enthusiastic belief that art changes everything. I want to instill the passion to make art an essential part of each student's life, whether they choose to be an artist, a politician or a mathematician.

One of my favorite comments from a parent is that NWAC feels like family. Please join us to discover how rewarding it can be to belong to a community of engaging students who seek creativity and artistic fulfillment.

With warm regards,

Susan Jenkins
Executive Director



Frequently Asked Questions

What are your hours?

During the school year our hours are 10am-5:30pm Tuesday through Friday and 1-4pm on Saturday.

What are your holiday closures?

We follow the Riverview School District Calendar and are closed on Riverview School District's major holidays and breaks (Thanksgiving break, Winter Break, Mid-Winter Break, Spring Break, and Memorial Day).

How can I get in touch with staff members?

Email is the best way to contact teachers and staff. You will find a directory on this sheet and on our website under the Contact Us page.

Are you running any promotions or deals at the moment?

Our most recent brochure will list any current promotions or special offers.

How do I pay my tuition?

Tuition is due the first class of each month. You may pay through cash, check, or we now offer online credit card payment through our website.

How much do I owe?

If you have a question about your balance, recent payment information, etc., please contact **Marty Dill**. You can either send an email to marty@northwestartcenter.org or fill out a Customer Balance Request. Teachers and volunteers will be happy to provide a balance request but do not have access to financial records.

Are there any discounts for families?

We offer a 15% discount on tuition for families with three or more members enrolled.

Where do I park?

Parking is available on Main Street and behind the building. The parking lot on the side of Armadillo Barbeque is owned by the restaurant and is for their customers.

How can I get involved?

NWAC welcomes volunteers as they play a key role in delivering our quality programs and services. Please contact the staff to match your valuable strengths with our needs.

How can I make a donation?

As a registered 501(c)(3) organization, all donations including in-kind donations are tax deductible. NWAC welcomes your cash or check contribution.

In addition, donations can also be made through our website by credit card payment. Cash and check donations need to be accompanied by a Donation Information Sheet which is available at NWAC and online.

Donations designated to fund scholarships are a perfect way to know that your donation is changing the life of an artist in your community. **Please note on the check that the donation is for the NWAC Scholarship Fund.**

If you have a physical donation such as art supplies, office supplies, etc., please contact staff to make arrangements for delivery and receipt, and fill out an in-kind donation form. All donations will receive an acknowledgment and corresponding documentation for taxes.

If discontinuing classes, what are the steps?

We request a two-week notice in writing, so that we can fill the student's slot from our waiting list. Additionally, we recommend that you set up a time to meet with your teacher to make sure that you have all your art and pottery ready to bring home.

Staff

The Northwest Art Center currently consists of 7 paid staff members including administrative and instructional positions. These staff members provide the core activities that drive NWAC's mission.

Susan Jenkins, *Executive Director & Instructor.*

susan@northwestartcenter.org

Sarah Westfall, *Program Manager & Instructor.*

sarah@northwestartcenter.org

Marty Dill, *Office Manager.*

marty@northwestartcenter.org

Melanie Pollon, *Instructor & Pottery Manager.*

info@northwestartcenter.org

Melody Mowry, *Instructor.*

info@northwestartcenter.org

Terri Muharsky, *Instructor.*

info@northwestartcenter.org

Anjani Patel, *Office & Classroom Assistant.*

What if my child has a schedule conflict and needs to miss a class?

We will make every effort to schedule a makeup class for your child. Please consult your teacher for the schedule.

What does tuition fund?

This is a question that people often wonder about but may not feel comfortable asking. A portion of each student's tuition is applied to art supplies, equipment, class instruction, and the costs of keeping the art center open: rent, utilities, office supplies, etc. Tuition is the primary source of income for the Northwest Art Center but tuition alone doesn't cover the cost of operating the organization. Grants and generous donations support the center in improving the quality of art education our students receive and broadening the scope of our art and creativity training.

How do I know if class has been cancelled due to inclement weather?

NWAC follows the Riverview School District weather-related closure policy but we may decide to close or open depending on changes throughout the day. We will post information on the web (Facebook, website, or both), email students, and leave closure on our office voicemail. If NWAC closes for weather, the staff will schedule a make-up for cancelled classes.

Board of Directors

The Northwest Art Center's Board of Directors is comprised of unpaid community volunteers who are responsible for fundraising and governance and work to forward the mission of the organization.

Brandi Painter, *President.*

Audra Mulkern, *Fundraising Chair.*

Alison Hawkins, *Secretary.*

Contact Information

Telephone: 425.788.5900

Website: www.northwestartcenter.org

General Email: info@northwestartcenter.org

Mailing address: P.O. Box 1434, Duvall, WA 98019

Our Mission

The Northwest Art Center enhances lives by teaching the value of art, ideas, expression, and creativity through quality visual art education.