



**DSA PTO Executive Board
GENERAL MEETING
August 21, 2018, 6:00 PM
Desert Sun Academy Library**

APPROVED MEETING MINUTES

BOARD MEMBERS PRESENT

Jolie Monea, Co-President
Heath Shaffer, Co-President
Ashley Hutson, Vice President
Angie Blum, Co-Treasurer
Jenny Huffman, Co-Treasurer
Heidi Wood, Secretary

PARENTS IN ATTENDANCE

**33 Signed in – Sign in Sheet
on File**

I. Call to Order

Co-President Heath Shaffer called the meeting to order at 6:02 PM

II. Approval of Minutes

None - 1st Meeting of the 2018-19 School Year

III. Officer's Reports

Provided in the Meeting Agenda Packet to attendees, also will be made available on website once it goes live in addition by request via e-mail.

A. Chair's Report

Heath Shaffer announced the position change between the Vice President and Secretary in addition to reviewing the collaboration between Mr. Bagwell and his staff that has occurred since the May elections and the vision they have to ensure the PTO can provide maximum support.

B. President's Report

Jolie Monea provided the details to the PTO sponsored events that have occurred to date and upcoming events.

C. Vice President's Report

Ashely Hutson and Heath Shaffer provided a general overview of the Committee structure plan that the Board has organized. Informing everyone that volunteers will be needed to execute the events otherwise those that don't have support may not occur. Volunteer interest sheet provided at meeting.

D. Treasurer's Report

Angie Blum provided an explanation of the PTO finances in addition to presenting a draft budget for review prior to voting on at next month's general meeting.
Bank Balance as of July 31, 2018 \$18,884.92 and the current balance is \$22,664.

IV. Committee Reports

Most of these events were discussed during the Presidents and Vice Presidents report, therefore the Board answered questions and provided clarifications as presented by attendees. All reports are available as indicated above.

A. Spirit Events

1. **Kinder Meet and Greet** – Held on August 4th
2. **Open House** – Held on August 7th
3. **Boohoo Breakfast** – Held on August 9th

B. Major Fundraising

1. **Book Fair**
2. **Oktoberfest**

Health Shaffer indicated that all events will be listed on the PTO Calendar that will be posted on the website that will go live in the upcoming week.

C. Teacher Support and Hospitality

Board provided the details to the PTO sponsored events to welcome DSA Teachers and Staff

1. Welcome Back

a) Door Decor

Board opted to create and provide door banners rather than door wreaths as this will last for years to come and provide a uniformed look to the school. Some have been placed however, due to the heat they remaining will be placed when the temps become more reasonable.

b) Team Building Event

PTO sponsored Principal Bagwells team building event for the DSA teachers and staff that was hosted at Dave & Busters on August 3rd.

c) Welcome Back Breakfast - Held on August 6th

d) Fill the Fridge

Board ensured there were plenty of snacks and beverages available for the week of August 6th-10th

D. Student Support

1. EduKits

These were received and delivered to the teacher's class rooms prior to school starting, funds for this fundraiser are expected to arrive in September sometime and will be reflected in the October financials.

2. Uniforms Assistance

Health Shaffer indicated that the Board is coordinating with Dot in the front office to ensure that those in need of uniforms and qualify have been notified that we have uniforms available to them.

V. Principal's Report

Mr. Bagwell welcomed everyone to the new school year and thanked them for attending the meeting. Informing the attendees that he has hired 6 new staff members. As well as the Preschool and Development Preschool moving to our site. He shared the following visions for the upcoming school year after reviewing the observations he made last year:

- Student Safety is Priority One and CCUSD recognizes this implementing safety changes and training. In addition to remodeling the front office to prevent anyone entering campus without being "buzzed in", the date for remodel will be announced when he has it.
- Fire Drill procedures and locations have also been changed to allow for the proper flow of students to areas closer to the locations they are departing from.
- Lunch & Recess schedule was moved up to allow for more morning instruction.
- Recess and morning play areas have been changed to back field, play structure and basketball field to allow the field in front of basketball area to continue to grow.
- Daily Schedule is based on 4 day rotations for Specials, allowing students to get more days in specials than last year.

VI. Old Business

None - 1st Meeting of the 2018-19 School Year

VII. New Business

A. New Class Parent Program and Procedures

Heath Shaffer announced the structure change to place the room parents under the umbrella a PTO committee that will end the need for room parents to request funds from parents. PTO will be funding the teacher appreciation & gifts through a line item funded through the PTO membership fee. Room parents will use sign up genius to host the class events.

B. Bylaw Review Committee

Will be formed to update the outdated Bylaws

C. Volunteer Opportunities on all Committees

D. VOTE: Proposed Budget for Fiscal Year 2018-19

Tabled for September meeting as Treasurers complete the financial review. Also allowing attendees to view.

VIII. Announcements

A. PTO Room Hours

Will be announcing PTO hours to allow those that need to purchase uniforms new & used and spirit items.

B. PTO Communication Channels

IX. Adjournment

Heath Shaffer adjourned the meeting at 6:56 informing attendees that the Board would be staying to answer questions, sign up volunteers and sell spirit shirts and uniforms.

Recording Secretary, Heidi Wood