



DSA PTO Executive Board  
GENERAL MEETING  
September 18, 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

13 Signed in – Sign in Sheet  
on File

#### I. Call to Order

Co-President Heath Shaffer called the meeting to order at 6:03 PM

#### II. Approval of Minutes

Vice President Ashley Hutson motioned to approve, Co-President Jolie Monea seconded the motion, all in favor.

#### 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 discussed new class parent policies regarding budget/collection of funds by PTO to be used for teacher gifts only and how this is aimed to promote consistency and transparency with funds. Sign-up genius will be used for class party items. Suggestion was made to have separate meeting to discuss further details. Heath also discussed Direct Donation Campaign to target specific areas of education such as teacher aids, art room, etc.

##### B. President's Report

Jolie Monea had volunteer interest sheets available for multiple events and asked for parent help – APEX Fun Run being the most urgent.

##### C. Vice President's Report

Ashely Hutson discussed Book Fair dates and informed everyone that volunteers will be needed to execute the event. A sign-up genius will be sent out. Ashley also informed everyone she is working on restaurants and dates for the Dine For Dollars fundraiser.

##### D. Treasurer's Report

Angie Blum provided an explanation of the PTO finances in addition to providing the budget for approval.  
Bank Balance as of August 31, 2018 \$15,462.66.

#### 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. Book Fair

Sign-up to be sent out.

##### B. Box Tops

Collected each month and class with most collected wins a treat.

**C. Oktoberfest**

Heath Shaffer discussed Oktoberfest being held October 13, 2018. Harold's hosts the event with over 40 wines and 100 beers. PTO charges \$25 for general admission and \$50 for VIP seats. Harold's charges \$5 per seat and PTO keeps the rest. Fliers will be sent out next week.

**D. Apex Fun Run**

Discussed during President's Report.

**V. Old Business**

**A. Vote: Approve Budget**

Budget was unanimously approved.

**VI. New Business**

There was a general of communications needs. PTO is still working on creating a PTO website. Facebook page has not been recently updated. PTO is open to a person to help with social media, possibly a high school student looking to "intern".

**VII. Announcements**

**A. PTO Room Hours**

Will be held every Tuesday and Thursday morning from 8:40-10:40am

**B. Schedule for Fall Semester**

1. 9/28 – Be You Friday
2. 10/8-10/12 – Book Fair
3. 10/13 – Oktoberfest
4. 10/16 – P.R.I.D.E. Luncheon
5. 10/16 – PTO General Membership Meeting
6. 10/26 – Be You Friday
7. 10/29 – APEX Intro Assembly
8. 11/9 – APEX Remix Event

**VIII. Adjournment**

Heath Shaffer adjourned the meeting at 7:03 PM.

Recording Secretary, Jenny Huffman

