



Desert Shadows Middle School - PTO Meeting Minutes – 8/27/2024

Meeting called to order at 5:30pm, participants 19 in person - 18 online

1. **Welcome and introduction of new PTO Board members.**

2. **Voting Items:** Motion to approve previous meeting minutes - Motion Passed.

3. **Protecting PTO assets. Voting on addendum of the Bylaws.**

Due to a theft problem at ATP at Cocopah Middle School this year, our PTO wants to protect their assets by putting extra layers and enhanced security processes.

- We have added theft to our insurance policy to protect our assets in the bank. Our bank account requires 2 signatures to withdraw money.
- Add addendum in our bylaws that a background check is required for the PTO Board positions with at least one year of volunteer work first at a school / school district. Our district vetted background check is similar to the one done for chaperones, valid for 3 years at no cost.

Motion to approve. Addendum approved and added to the Bylaws.

4. **President's Report - Kristina Brown**

Committee members introduction.

Communications & Social Media (Kristin Stauffer); Increased our Facebook and Instagram presence since school started and is helping with editing PTO email communication. Please make sure to follow us on facebook and like our posts on facebook and instagram.

Volunteer Chair (Sarah Cole); Main goal is to increase our number of volunteers. Right now we have 28. You can sign up online on our [PTO website](#) or send an email to sidewindervolunteers@gmail.com.

We had a successful volunteer sign-up for this week's health screening. Thank you to all the volunteers!

Hospitality (Cindy Sigona and Sarah Levin); In charge of giving love to school teachers and support staff with meals and gifts during teacher appreciation.

- We have already offered two kick off breakfasts for back to school as a thank you for all their hard work.
- We provided a hospitality basket in the female teachers bathroom.
- There are 9 additional meals planned for this year to support school faculty. Some come from community sponsors, as in-kind contributions / sponsorships to help our budget.

5. Treasurer's Report - Gardenia Flores

- Budgeted income is \$58,800. The breakdown of our income for this year is as follows:
 - Direct giving the first few weeks of school. Our second fundraising, Step It up, will happen in October.
 - Consumer incentives such as Fry's, Box Tops and rebates.
 - Sales of spiritwear.
 - Restaurant and Kendra Sccott nights.
- Our budgeted expenses are \$58,800
 - Principal's choice. These are voted items and have to be approved by the PTO. Last year the sound system at the stage in the cafetorium was upgraded.
 - Administrative costs.
 - Hospitality
 - Gift to school; student support, clubs, awards, teachers supplies
 - Charitable donation. Last year we donated meals to a title I school during teacher appreciation week and helped a family in need.
 - Sponsor events (Fall / 50th Birthday/ Spring / End of year field trip)
- We have a projected balance in our budget of \$12,749.79. This year PTO has started a savings account with a 10K overage from last year at 3.5% interest.

6. Fundraising Report

It is very important to us and it supports our PTO budget and the school. These are the different ways we are fundraising this year.

- **Direct donation** It ended on 8/19 and we have raised so far \$28,273.83 with a participation of 336 families. It is more than double from last year. It is our biggest one yet.
- **Step It Up** - our goal is to get our donations higher in October. This campaign asks the families network to help us raise money. Last year was our first time fundraising with Step It up and we raised \$21K. It does not require a lot of involvement from PTO. They do a great kick off and a day of Awesomeness to celebrate and wrap it up.
- **Passive fundraising**- Mainly Dine and Donate nights and vendors selling treats outside at the end of school or on certain half days throughout the school year.
 - Barro's Pizza, dine and donate on the third week of school raised \$210.

- **Spiritwear** (Chelsea Craigs) We want to increase spiritwear sales this year. There are updated designs to get students excited to wear them and also new designs created by staff. Currently working on a photo session with 8th and 7th grade students wearing the spiritwear to promote it throughout campus and online. PTO does not keep stock inventory on these items, families need to order it online and either have it shipped to their home or pick it up at the vendor location. You can order [HERE](#).
- **Marquee** - It can be used for birthday announcements. The cost is \$25 and PTO needs at least 7 days in advance for the request. More information to come.
- **Business Sponsors.** We have a new opportunity to bring business sponsors to school with (banners and/or tables at events). The cost is \$750 per year. Our goal is to have a total of 6 sponsors this year.
So far we have 3 sponsors (Body Systems, Affiliated Pediatric Artistry and Orthodontics, Perfect Water Technologies Home Masters).

7. Events

- **50th Anniversary Celebration** (Kim Gallagher): Saturday 11/23 1pm-3pm with theme "Rolling thru the Decades". Possibly have a roller skating rink, invite alumni, public figures, staff, students and their families. Suggestion of dress as your decade. There will be food trucks with vendors with snacks. There will be a new 50th golden logo for the celebration on the wall of the school at the front side of the media center with tiles that can be signed as a remembrance. We will also sell a commemorative t-shirt and create a time capsule.
There is a \$5k budget. This is going to be a big volunteer day. We need to create a Committee and a sign up for people to volunteer.
- **Fall Dance** (Alana Raizer): It is on Friday 10/18 6pm-8pm. Students will vote on a theme. There is no charge for students to attend. All are included and invited. The dance is only for students of DSMS. More information to come.

8. Teachers' Report - Ms. Magnusson (ELL and Computer Science)

- It has been a whirlwind start of the school year. On curriculum night parents met the teachers. They are getting to know students and are excited and looking forward to a great school year. Midterms grades are quickly approaching.

9. Principal's Report - Ms Knaeble

- Kids are phenomenal, we have a great group this year. There has been more socializing at lunch since they do not have phones on campus. They are making

relationships and having a good time. School is sharing that feedback with the district.

- Agendas are a great tool for our students, families can continue to support by funding at least \$5 or \$10 to cover the cost.
- For students in need of lunch, there is a meeting this week with information on how to register.
- Next week DSMS will be 100% fully staffed. Unfortunately buses at district level are only 50% filled.
- Health screenings are going well, probably done tomorrow. Students are pulled out of their electives. Thank you to all our volunteers.
- Festival Sports season:
 - Girls' Softball and Boys' Basketball (August 26 - September 20)
 - Co-Ed Track & Field (November 4- December 6)
 - Girls' Volleyball and Boys' Football (December 9 - January 24)
 - Girls' Basketball (February 24 - March 21)
 - Boys' Wrestling (April 14 - May 9)
- Midterms are coming out after next week. Check Infinite Campus. Parents need to make sure to do the annual update. About 200 parents still need to do it.
- Make sure that students charge their Chrome books daily and keep them in their cases.
- Bathroom passes are now electronic on students' chrome books. We now know for how long and how many times students are going to the bathroom.
- The new parking lot guidelines for car pick and drop off is going smoothly.
- Cheerleading meeting is tomorrow through Community Education and trained by high school coaches.

10. UPC Report - Laura Hill

United Parent Council is a district wide parent group with 2 representatives from each school in the district. Meetings are on Wednesday mornings 9am-11am once a month at the District office. Everybody is welcome to attend.

Some things that we do: Transportation breakfast at the beginning of the school year, teacher appreciation awards and ESP appreciation at the end of the school year.

- District is looking for a parent to be a part of their World Language Curriculum Committee and also a parent for their IT Committee.
- First UPC meeting was last Wednesday with the interim Superintendent opening the bell. The next meeting is on 9/18 and the topic is suicide prevention. There is also a youtube channel where you can watch the recording afterwards.

11. Additional Items discussed

None

Questions:

- Will there be an 8th grade graduation? Ms Knaeble answered that the school district decided 20 years ago or more to not have any graduation celebration at elementary or middle school level. They value high school graduation. Suggestion to do an on site recognition like a clap out this year, PTO will look into it.
- Is the waiting line to buy lunch too long? Ms Knaeble answered that students are learning how to manage their time. There are different zones where they can eat, we know it is loud but it is a great kind of loud.
- Is there an alternative to carrying heavy backpacks? Ms Knaeble answered that students can reduce the number of heavy binders and folders and clean out their backpacks often.
- Open enrollment, do they need to register for a feeder school? The answer is no.
- School closure procedures process, how is it going? Ms Knaeble answered we have not seen much difference from last year. Greenway and Mountain Trails absorbed most of the students. It has also worked out for teachers as well being able to go to other schools.

Meeting adjourned at 7:05pm

Next PTO Meeting Tuesday September 24th at 5:30pm

Sidewinder PTO FY 2024 Budget Report

Funds available at beginning of financial year (06/01/2024)			\$12,749.79
Donations Campaigns	Budgeted Income	Budgeted Expenses	Budget Net
Direct Giving	\$23,500.00	-	\$23,500.00
Step It UP	\$20,000.00	-	\$20,000.00
Donations Campaigns Totals	\$43,500.00	-	\$43,500.00
Sponsorship Campaign	Budgeted Income	Budgeted Expenses	Budget Net
Sponsorship	\$5,000.00	-	\$5,000.00
Sponsorship Campaign Totals	\$5,000.00	-	\$5,000.00
Consumer Incentives	Budgeted Income	Budgeted Expenses	Budget Net
Box Tops for Education	\$100.00	-	\$100.00
Fry's / Kroger	\$200.00	-	\$200.00
Consumer Incentives Totals	\$300.00	-	\$300.00
Fundraising	Budgeted Income	Budgeted Expenses	Budget Net
DSMS T-Shirt Sales	\$1,000.00	-	\$1,000.00
Restaurant Nights	\$1,000.00	-	\$1,000.00
Vendors	\$1,000.00	-	\$1,000.00
Kendra Scott	\$300.00	-	\$300.00
Fundraising Totals	\$3,300.00	-	\$3,300.00
Principal Discretionary Account	Budgeted Income	Budgeted Expenses	Budget Net
Coca Cola Refreshments Rebate	\$150.00	-	\$150.00
School Portraits Rebate	\$1,050.00	-	\$1,050.00
Principal's Choice	-	-\$10,500.00	-\$10,500.00
PTO Teacher Award Donation	-	-	-
Principal Discretionary Account Totals	\$1,200.00	-\$10,500.00	-\$9,300.00
Administrative Costs	Budgeted Income	Budgeted Expenses	Budget Net
Accounting Software	-	-\$225.00	-\$225.00
Bank Fees	-	-\$50.00	-\$50.00
Insurance	-	-\$300.00	-\$300.00
Misc Admin	-	-\$100.00	-\$100.00
UPC Membership	-	-\$75.00	-\$75.00
Virtual Meetings (Zoom)	-	-\$150.00	-\$150.00
Website / Email Hosting (GoDaddy)	-	-\$300.00	-\$300.00
Administrative Costs Totals	-	-\$1,200.00	-\$1,200.00
Hospitality	Budgeted Income	Budgeted Expenses	Budget Net
Teacher Meals	-	-\$6,000.00	-\$6,000.00
Teacher Lounge Supplies	-	-\$550.00	-\$550.00
Staff Meeting Breakfast	-	-\$1,500.00	-\$1,500.00
Hospitality Totals	-	-\$8,050.00	-\$8,050.00

School Support	Budgeted Income	Budgeted Expenses	Budget Net
Gifts to School	-	-\$2,000.00	-\$2,000.00
School Support Totals	-	-\$2,000.00	-\$2,000.00
Student Support	Budgeted Income	Budgeted Expenses	Budget Net
PBIS	-	-\$1,000.00	-\$1,000.00
Clubs / Competitions / Team Celebrations	-	-\$300.00	-\$300.00
Student Awards / Rewards	-	-\$1,400.00	-\$1,400.00
Departmental Honors Award Students	-	-\$300.00	-\$300.00
Student Support Totals	-	-\$3,000.00	-\$3,000.00
Teacher Support	Budgeted Income	Budgeted Expenses	Budget Net
Classroom Supplies	-	-\$9,000.00	-\$9,000.00
Staff Recognition and Support	-	-\$500.00	-\$500.00
Departmental Honors Award Teachers	-	-\$1,400.00	-\$1,400.00
Teacher Gifts	-	-\$6,000.00	-\$6,000.00
Teacher Support Totals	-	-\$16,900.00	-\$16,900.00
Community Support	Budgeted Income	Budgeted Expenses	Budget Net
Charitable Donations	-	-\$650.00	-\$650.00
Community Support Totals	-	-\$650.00	-\$650.00
PTO Sponsored Events	Budgeted Income	Budgeted Expenses	Budget Net
Fall Dance	\$2,500.00	-\$2,500.00	-
Spring Dance	\$3,000.00	-\$2,500.00	\$500.00
DSMS 50TH Birthday	-	-\$5,000.00	-\$5,000.00
PTO Sponsored Events Totals	\$5,500.00	-\$10,000.00	-\$4,500.00
Ear Marked Account	Budgeted Income	Budgeted Expenses	Budget Net
Choir Funds	-	-	-
8th Grade Party	-	-\$6,500.00	-\$6,500.00
Ear Marked Account Totals	-	-\$6,500.00	-\$6,500.00
Grand Totals			
	\$58,800.00	-\$58,800.00	-
Projected bank balance if on budget			\$12,749.79