

DHS Cat Booster Club

The De Soto Cat Boosters are a volunteer organization whose members include parents, school staff and members of the De Soto community who actively support De Soto High School and its students. The Cat Boosters' goal is to enhance the academic and extracurricular environment at DHS for all students.

2018-2019 Officers

President	Rick Amos	Dhscatboosters@gmail.com	
Vice-President	Rachele Zade	dhscatboosters@gmail.com	
Treasurer	Nicole Yarbrough	dhscatboosters@gmail.com	
Secretary	Tresa Kellner	dhscatboosters@gmail.com	
Activities Director	Ryan Johnson	rjohnson@usd232.org	

2018-2019 Committee Leads

		dhscatboosters@gmail.com	
Spirit Wear	Tresa Kellner	dhscatboosters@gmail.com	
Concessions	Julie Zitlow (ordering) Rachele Zade (scheduling)	dhsboosterconcessions@gmail.com	
Student Scholarships		dhscatboosters@gmail.com	
Teacher Grants			
Communications			
After Prom	Jennifer Diehl, AJ Shoupe, Melanie Ricks	dhscatboosters@gmail.co	

Booster Club Board, Committee Chairs and Activity Descriptions

President:

Duties include setting meeting dates, making meeting agendas, running meetings, overseeing all positions and committees. They also work with Treasurer on setting yearly budget to be approved by Board and members. This person pays bills, checks over deposits and receipts before giving to Treasurer. You also assure that all licensure items, insurance forms, etc are up to date. They also secure the location for After Prom. Being able to participate in most of the activities that the Booster Club hosts helps you to know what is going on. Being a booster member is vital since you deal with members and money. This position must attend the executive and regular board meetings.

Vice President/ Membership:

Attendance at meeting is important and the Vice President must cover the events that the President cannot. This job can be done mostly at home with the Membership aspect. As chair you will receive membership forms and dues and turn funds over to the President/Treasurer to be deposited. Updating the new sign up form and giving them to the

office staff to put in the enrollment packets in the spring. To make sure an updated list of members is given to the office so they can print on the programs and on the website. You need to give a list of all members interested in committees to the committee chairs and update this as necessary. Organizing and staffing a table at Enrollment, Open House and the conferences in the fall and winter.

Booster membership is necessary since you are recruiting new members and handling money. This position must attend the executive and regular board meetings.

Secretary:

The secretary must attend the monthly, take minutes, write up minutes, distribute for the board to tentative review and present to members at monthly meetings for approval. This person must be a booster member. This position must attend executive and regular board meetings

Treasurer:

An accounting degree is not necessary, but makes it easier. You are in charge of setting up accounts, maintaining and delivering reports to the Board. Helping President with insurance, state licensing, 501 (c), tax exempt and other forms needing completed throughout the year. This position must be a booster member and attend executive and regular board meetings.

Communications:

Staff Appreciation:

This position can be shared. This committee is responsible for Meals for the staff during Fall and Winter conferences. This involves deciding on what will be served, setting up the sign-up sheet, having it sent through the office, getting donations of food from parent volunteers. The day of the meal includes: setting up the meal, serving, and cleans up. We usually serve lunch at 11:00 am and then the leftovers for dinner at 3:30. This is usually an all day event. We also leave out the desserts, snacks and drinks for the staff to munch on all day. Then is cleanup around 7:30 in the evening. This committee also is in charge of the events for Teacher /Staff Appreciation. This is the first full week of May. We provide mailbox treats, snacks on a couple of days and usually a meal one day. This is a big week and we want to show how much we appreciate our staff. Parent donations are definitely needed for this to work.

Spirit Wear:

This person or persons is in charge of selling and maintaining inventory. Also getting volunteers to sell spirit wear at all the home events. Spirit wear is usually sold at all varsity football and basketball games, enrollment, open houses and conferences. Getting quotes and placing orders usually in the late summer before school starts and then placing other orders throughout the year. If needing to purchase items from vendor they must confirm orders with the president before placing the order. This position also needs to be a booster member since they handle money. They work closely with President and Treasurer to assure bills are paid and inventory is correct.

Student Scholarship Committee:

This committee is responsible for updating the application forms for students graduating to apply in the spring. You need to be in contact with the counselors for dates (usually in Feb.) These scholarships are presented to seniors at the Awards ceremony on Senior Breakfast in May. These applications have an essay that needs to be scored by individuals outside the district. This committee needs to be responsible for finding a group of educators to review and score the applications. The applications need to be in by early April. They work with the President to determine amounts awarded to individuals based on scores.

Teacher Grants:

This committee is responsible for updating and sending out application forms to the teachers at DHS in Early Spring. This is to help teachers to get items for their classroom that will benefit all students that take their class. This committee collects the forms. Then the committee chair discusses the applications with the Principal of DHS and President of the Booster Club to determine the need and necessity of the grants. Once approved then they are brought in front the Booster Club for final approval. Once approved by all then notification to the teachers by letter is sent. Once the teacher places the order with the finance office Booster Club will receive a bill and pay DHS for the items on the grants.

After Prom Committee:

This position is in charge of the Anti-alcohol and drug event for students after prom. This event is for Junior and Senior to attend. Under classmen can attend but must be the date of an upper classman. The Booster Club pays for all Juniors and Seniors to attend. We also pay for a portion of guests. This committee is composed of usually Junior and Senior parents, but all help is welcomed. While the President secures the site, the place relies on this committee and agreement of the Booster Board. This committee will be responsible for door prizes for seniors, speaking with the site manager, getting security, parent volunteers and running the event. They also may organize fundraisers such as raffles, drawings and other events to help raise money for this event. It costs about \$8-10, 000 for this event. At the present time, the location is Power Play, off of Shawnee Mission Parkway. The cost for each student attending is \$35.00. All funds spent must be approved by the President and the Treasurer before purchasing. This committee usually meets at different times to plan. The chair is responsible for reporting to the Board. It is required to be a Booster Member.

Concessions

This is where we make most of our money to support the school. We need LOTS of volunteers to make this successful. We have lots of little positions inside this committee.

This position(s) will oversee the running of the concessions. We have broken this into **Fall, Winter and Spring Managers**. They are responsible for opening, running, cleaning, closing the concession stand. They also will be responsible for money that is collected. They will count with another Board Member and give to President or Treasurer to deposit. This position must be a Booster Member.

In charge of inventory, purchasing and picking up items that are purchased at Sams, Sysco and other places that don't deliver. Orders are called in or emailed to vendors for delivery or pick-up. Pop orders are delivered to the school. Will work closely with General manager and Treasurer. Booster membership is required for this position since purchasing items.

