

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 and staff.

2021-22 Officers

Title	Name	Contact Info
President	Julie Zitlow	dhscatboosters@gmail.com
Vice President	Christy Miller	dhscatboosters@gmail.com
Treasurer	Michelle Carter	dhscatboosters@gmail.com
Secretary		dhscatboosters@gmail.com
Activities Director (staff)	Ryan Johnson	rjohnson@usd232.org

2021-22 Committee Leads

Title	Name	Contact Info
Concessions	Julie Zitlow/	dhscatboosters@gmail.com
Spiritwear	Julie Zitlow/	dhscatboosters@gmail.com
Staff Appreciation	Carrie Handy	dhscatboosters@gmail.com
Student Scholarships		dhscatboosters@gmail.com
Teacher Grants		dhscatboosters@gmail.com
Membership	(usually VP)	dhscatboosters@gmail.com

Booster Club Board Descriptions

President:

Duties include setting meeting dates, making meeting agendas, running meetings, overseeing all positions and committees. They also work with the Treasurer on setting yearly budget to be approved by the Board and members. This person pays bills, checks over deposits and receipts before giving to the Treasurer. Being able to participate in most of the activities that the Booster Club hosts helps one to know what is going on. Being a booster member is vital since this position deals with members and money. This position must attend the executive and regular board meetings.

Vice President:

Attendance at meetings are important and the VP must cover the events that the President cannot. This job is done mostly at home with the Membership aspect. As chair you will collect membership forms and dues. Then turn the funds over to the President Treasurer to be deposited. Update the membership sign up form each year. Compile a list of members to be given to the office so they can update the printed programs and website. Organize a list of members interested in committees to the committee chairs and update as necessary. Organize and staffing a table at Enrollment (end of July), Open House and Parent Info Night.

Secretary:

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

Treasurer:

This position is in charge of maintaining accounts and delivering accounting reports to the board. Also, this position ensures that all license and forms are current; insurance, state licensing, 501(c), tax exempt, and other forms needing completed throughout the year. This person must be a booster member. This person must attend executive and regular board meetings.

**All board positions must be able to assist in opening and/or closing the concession stand throughout the year.

Committee Chair Descriptions

Concessions:

Concessions is where the Booster Club generates most of the money that supports DHS.

Strongly recommend a Co-chair for this committee!

A lot of volunteers are needed for the success of this committee

This position(s) will oversee the running of all concessions. They are responsible for opening, running, cleaning and closing the concession stand. They will also be responsible for money that is collected. They will count with another person at the end of the event, then give the money to the President or Treasurer to deposit.

This person(s) are in charge of ordering, purchasing, picking up items and inventory for all the products. This includes: Coke products, Sam's orders, and USD232 Nutrition Department. All products are inventoried through our Square website. This position must be a booster member.

Part of this committee includes scheduling workers for the concession stand. We use a separate Sign-Up Genius for Fall, Winter and Spring activities. A different person is recommended to manage the volunteers from the person that does the ordering.

Spiritwear:

This person or persons is in charge of selling and maintaining inventory. Also, recruiting volunteers to sell spiritwear at most of the home events. Spiritwear is usually sold at Varsity Football and Basketball games, enrollment and open houses. This person will help with the design of the spiritwear and getting quotes for the products. If needing to purchase items from vendor, they must confirm orders with the President before placing the order. This person will also manage the website/inventory for online and in-person orders. This position also needs to be a booster member since they will be handling money. They work closely with President and Treasurer to assure bills are paid and inventory is correct.

Staff Appreciation:

This committee is responsible for Staff Appreciation Week in May. This committee also provides meals for staff for a Back to School lunch, & Fall and Winter Conferences. This involves deciding on what will be served, setting up the Sign-Up Genius, having it sent through the office, getting donations

(monetary or food) from DHS parents. The day of the meals includes: setting up the meal, serving and cleaning up. For lunch, food is normally set up at 11:00 am. For dinner, food is normally set up by 3:30 pm. During Staff Appreciation Week some kind of event is schedule for each day. We provide mailbox treats each day, snacks on a couple days and usually one meal in the week.

Student Scholarships:

This committee is responsible for updating the application forms for students graduating. Applications are normally sent out in February. This person will contact the office/counselors for specific dates. Application deadline is the mid-April. These scholarships are presented to Seniors at the Awards ceremony in May. These applications have an essay that needs to be scored by individuals outside the district. This committee is responsible for finding a group of educators to review and score the applications. They will 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 form for the Teachers at DHS in early spring. These grants help the teacher receive items for their classroom that will benefit all students that are in their class. This committee will collect the forms and present the grants to the board and the Principal at DHS to assess the need and necessity of the request. Once approved, then they will notify the teachers. Once the teachers place the order with the DHS Finance Office, Booster Club will receive a bill and pay DHS for the items on the grant.