



President's Report Classen SAS PTSA 2013-2014 Report of Activities

PTSA volunteers worked 5500 hours to help Classen SAS throughout this year.

Year Round CSAS PTSA Activity (2500 hours)

- Classen News email newsletter. Weekly/Bi-weekly newsletter sent to 1700 email addresses with updates on important school information and activities. (2,000 hours, 1 volunteer)
- Membership List maintained: 700+ parents, teacher and student members, including the entire senior class. (1 volunteer, 80 hours)
- Classen PTSA finances maintained, checks written and distributed, records kept. (1 volunteer 60 hours)
- Classen PTSA meeting minutes maintained and distributed. (1 volunteer-100 hours)
- 5 General PTSA meetings held. (5 volunteers 40 hours)
- 6 PTSA Board meetings held. (30 volunteers 180 hours)
- MAPS program monitored, meetings attended. (2 volunteers- 20 hours)
- Regular (bi-monthly) meetings with administration to assess Classen SAS needs and PTSA activities. (3 volunteers- 50 hours)
- Regular attendance and participation with the OKCPS PTA Council. (2 volunteers 30 hours)
- Purchased large items at the request of CSAS: 4 walkie talkies for administrators, conference table for new administrative area, communication signage, furniture and student printer for library and sound system for library, cameras and macintosh printer for photography.
- Sponsor a seat fund raiser (sold 67 seats)

May-June (40 hours)

- Board members advocated successfully to the OKCPS School Board to keep accepted and enrolled new CSAS out of district students. (40 hours-5 volunteers)

June-September (50 hours)

- 2 Board members participated actively in the interview process for new CSAS principal. (50 hours -2 volunteers)

July (740 hours)

- 8 PTSA board members attended the Oklahoma PTA Convention, receiving training and collaborative information. All officers are trained. (100 hours-8 volunteers)
- Camp Comet- collaborated with the counseling department, administration and current students to welcome new CSAS students. Student information booklet, pizza, drinks and cookies for lunch. (500 hours-60 volunteers)
- Student schedule pickup- parent and student volunteers assisted, providing tours for incoming students.(100 hours-30 volunteers).
- Back to School Teacher luncheon. (20 hours-3 volunteers)
- Flowers planted and maintained in the front of the school and by front entrance. Flowers are watered and maintained. (20 hours-2 volunteers)

August (430 hours)

- First two weeks of school activities: PTSA handouts for student handbooks, assisting the counseling and administration with any needs. (50 hours 5 volunteers)
- Uniform closet is stocked and maintained. (1 volunteer-20 hours)
- 501-C-3 Committee begins the process of creating a 501-C-3 for Classen SAS that will focus on fundraising for the major needs of Classen SAS (especially technology). ACE begins to take shape. (5 volunteers- 100 hours)
- Parent-Teacher Liaisons provided for each interested teacher. (50 volunteers- 200 hours)

September- October (85 hours)

- Each teacher receives \$100 for classroom needs. (3 volunteers 20 hours)
- Host a series of “Meet and Greet” sessions with the new Classen SAS Principal Dr. Davis. (4 volunteers 5 hours)
- Provide lunch for teachers at Parent-Teacher Conference Day. (10 volunteers 5 hours)
- Implemented the Reflections Fine Arts Competition for Classen SAS students. (30 hours 5 volunteers)
- All required paperwork submitted to the Oklahoma State PTA- Classen SAS is a unit in good standing. (3 volunteers-20 hours)

November (60 hours)

- Hosted IB Information Night, bringing together teachers, administrators, parents and students to provide information about this integral program at Classen SAS. (15 volunteers 20 hours)
- Hosted IB Turkey Bingo Night, providing cards, food and information to further the understanding of the IB program at Classen SAS. (5 volunteers- 40 hours)

December (600 hours)

- Classen Showcase and Tours for Prospective Families- organized this event for prospective Classen SAS students and their families. (80 volunteers- 200 hours)
- Classen SAS Directory produced and distributed. (5 volunteers- 400 hours)

January (84 hours)

- IB Reception honoring the previous year’s IB graduates (3 volunteers-10 hours)
- Volunteers provided for prospective student auditions. (7 volunteers- 14 hours)
- Snow shoveling of walkways and driveways for student and teacher safety. (15 volunteers- 60 hours)

February (104 hours)

- Volunteers for test monitoring for standardized testing for prospective Classen SAS students (20 volunteers -100 hours)
- Lunch provided for teachers during Parent-Teacher conferences. (2 volunteers-4 hours)

April (23 hours)

- Volunteers provided for enrollment of new Classen SAS students (3 volunteers-20 hours)
- Attended the OKCPS PTA Council Annual Luncheon (1 volunteer 3 hours)
- OU Big Event (provided food and volunteers) (3 volunteers-10 hours)
- Testing Monitors for mandated standardized tests (20 volunteers 250 hours)

May (projected) (532 hours)

- New Officer Training through the OKCPS PTA Council (4 volunteers 12 hours)
- Teacher Appreciation Luncheon (8 volunteers 20 hours)
- Classen SAS 20th year Anniversary Celebration (40 volunteers 300 hours)