



KeyNotes

A PTO Publication

Volume 4, Issue 2

A Message From our President

by Erika Honoré

Dear Keystone Families,

Happy Spring! I can't believe we are entering the final quarter of the school year already. Our children have accomplished so much since they rambled into their classrooms in August, and there is still more to come before we all disperse for summer vacation. You can read all about it in this issue of KeyNotes.

Our final general PTO meeting of the school year will be in the theater on Wednesday April 28. There will be a reception at 6:00 PM, and the meeting will begin at 6:30. Child care, including dinner for the kids, will be provided. During the reception we will have an opportunity to view the projects that Mrs. Steinhelper's new AP Environmental Studies class has been working on all year. We'll also hear from some more of our talented Lower School students as Mr. Gonzales leads them in a performance to open the meeting. This is the meeting where we will vote on the slate of new PTO officers to serve next year, so I hope all of you can come and lend your voice.

As I hope you all know by now, the PTO has adopted new bylaws which we believe will greatly enhance its function and include more parents in the decisions of the organization. You should all have received an invitation from the Nominating Committee to submit names of people to serve as officers, and suggestions for the committees. I urge you to respond by the deadline (April 14). If you've been wanting to be more involved with PTO, or know someone who would be a great officer, now's your chance! All parents and teachers are now automatically PTO members, and we are really looking forward to working with you.

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Hugh McIntosh "Knighthood" by Cobra

Students, teachers, administrators, parents and board members turned out on a lovely spring day to thank Mr. McIntosh for his contributions as Head of Keystone School. The festivities included mariachis, gifts, cake, and an official "Knighting" ceremony, marking Mr. McIntosh's transition from a Keystone Cobra to an Episcopal School Knight. Thank you Hugh!



General PTO Meeting

April 28, 2010

Refreshments

6 p.m.,
Theater Garden

Meeting

6:30 p.m.,
Theater

Don't miss it!



The Future Looks Bright for the Keystone PTO!



We hope you have heard the news; at the recent PTO general meeting members voted to adopt new bylaws. These bylaws dramatically restructure the Keystone PTO and its operations. We are thrilled, because we believe this will create a more vibrant organization and a more closely-knit parent/teacher community. **There are now more ways than ever to become involved in the Keystone PTO!**

The new PTO will be led by twelve elected officers and the Head of School. Each officer will have a specific function and will serve a term of one year. (This replaces the current structure of Parent Council reps with two-year terms.) Working with these officers will be committee chairs and volunteers who don't necessarily want to serve in an elected position, but who are willing to lead or help with a specific PTO project. As you can see, the organization will rely on a much broader base of parent support; we hope you will consider joining the team!

The new bylaws also outline new election procedures, and accordingly, this Nominating Committee consisting of one parent from each division and a non-voting chair has been formed. We are charged with generating a slate of officers that will be distributed by April 14 and voted on during the next general PTO meeting on April 28. To begin this process, we sincerely want your input about who you think those officers should be. **We are gladly accepting PTO officer nominations from now until April 8. If YOU are interested, please don't hesitate to nominate yourself.**

To the right is a list of the new PTO offices and election procedures as they are described in the bylaws. (The complete bylaws can be found at: http://www.keystoneschool.org/Parents/PTO/PTO_Bylaws.pdf.) If you have questions, a Parent Council or Nominating Committee member will be happy to answer them. As you consider yourself or others for nomination, please try to be specific about which functions best match a candidate's talents and interests. Keep in mind that many positions do not require election. Any suggestions you'd like to make of parents who might be willing to serve will be shared with the newly elected officers and will help them immensely as they plan the coming year. **You may give your nominations and suggestions directly to a member of the Nominating Committee, email them to Amy Zesch at azesch@satx.rr.com, or leave them (anonymously, if you like) in the PTO lock box located near the reception desk at school.**

Now every Keystone parent, teacher and administrator is a voting member of the PTO, and this is an exciting time of transition for the organization. As the new PTO evolves, so will its projects and its ability to effectively support Keystone School. We invite you to be part of this evolution!

Sincerely,

The PTO Nominating Committee:

Amy Zesch, Parliamentarian and Chair

Mark Carolin, Lower School Representative

Shelly Hensley, Middle School Representative

Jennifer Chan-Lam, Upper School Representative

Parent Council offices, in a nutshell

President: Presides at all meetings of the Parent Council and of the PTO, represents the organization to the Administration and Board of Trustees, appoints standing and special committee chairs (with help from other Parent Council members), maintains frequent and regular contact with the Head of School, is the face of the PTO!

President-Elect: Assists the President as needed, presides at meetings when the President can't, becomes familiar with the duties and functions of the President so he/she can assume that office at the end of their term as President-Elect.

Vice-President—Communication: Organizes and oversees production of this newsletter and of the PTO webpage, and provides notice of all PTO meetings.

Vice-President—Community: Organizes and oversees PTO events to welcome new students and their families, compiles a list of parent volunteers and distributes it to Parent Council members and committee chairs, organizes and oversees teacher appreciation activities, and helps administrators and teachers as needed to coordinate parent support for events.

Vice-President—Fund Raising: Organizes and oversees all programs intended to solicit or generate funds for the PTO and its initiatives (PTO back-to-school campaign, textbook recycling program, "Box Tops for Education," etc.)

Vice-President—Student Enrichment: Organizes and oversees PTO sponsored guest-speaker events for members and/or students, and oversees the disbursement of PTO funds to benefit of all divisions of the school ("Wish List").

Secretary: Typical secretarial stuff like minutes of all meetings and PTO correspondence as needed!

Treasurer: Typical treasurer stuff like preparing the budget (along with the rest of the Parent Council), making deposits, signing checks, issuing acknowledgements for tax donors, and preparing regular financial reports!

Parliamentarian: Gives advice about proper parliamentary procedure; reviews the PTO Bylaws annually and recommends revisions, and serves as non-voting chair of the Nominating Committee for PTO elections.

Lower, Middle, and Upper School Representatives: Act as liaisons for PTO support to their respective Division Heads, representing the interests of their divisions to the Parent Council and keeping the PTO informed about opportunities to lend a hand. They may be asked to help their Division Heads and the VP—Community coordinate parent volunteers.

I/We wish for . . .

The PTO Wish List Program gives faculty, staff, and administration the opportunity to apply for those things that may not be covered by the normal budgeting process of the school. This year, the PTO received a number of applications from across the schools and was pleased to present the following:

- A Storage cabinet for the theater department;
- GPS Sensors for AP Environmental Science;
- A Quiz Buzzer game system
- A Creative Zen MP3VP;
- A number of digital cameras;
- Various Science and Math Games;
- Umbrellas; and
- Framing for Prints for the Lower School Library.

The above--mentioned items are enhancing the teaching experience and rewarding the faculty, staff, and administration for their dedication and the students in their quest to learn.

How can YOU get involved? Let us count the ways!

The PTO has many opportunities for parents to be involved in the upcoming months.

1. **Help out in the Lower School Library** – There are many ways you can help: Shelve books, help K-I students select books during class time, and work on library projects such as reorganizing shelves, making labels and working at the book fairs. To find out more, contact Jeannette Vilagi, the lower school librarian, at jvilagi@keystoneschool.org.
2. **Volunteer at our Fiesta Family FunD Day**--It's our next major school fundraiser and all-around fun time, and it's Saturday, April 17th. We'll need a number of parents to help run game booths, a silent auction, and much more, including set up and clean up. Contact Shelley Galbraith at galbraithfamily@satx.rr.com or Mary Burch at mburch@keystoneschool.org.
3. **Support Language and Culture Day** – On Thursday, April 22, the Upper School will put on performances for the school and have food samples from various international cuisines. This year the PTO will be helping Mme. Mira with a number of tasks. If you are interested in lending a hand, please contact Sue Agrawal at sueagrawal@satx.rr.com.
4. **Join the team !** Nominate yourself or others for office, attend the PTO meeting on April 28 to learn about activities and to vote, chair a committee that organizes a PTO project of interest to you, or simply lend a hand as a committee member. Some of the many committees which will need members include: teacher appreciation, library, textbook recycling, teacher wish list, speakers, newsletter, webpage, FunD day, and new student welcoming. The PTO works best if many parents join in to support the school!

All we can say is “Wow!”

Keystone School has every right to boast; more than half of the seniors in the Class of 2010 have been recognized in some way by the National Merit Scholarship Program.® In fact, eight of these students (more than 25% of the class) were recently named National Merit Finalists! With great pride in our school, the PTO applauds these outstanding scholars!

National Merit Finalists

Paco Darcey	Kaitlin Joest
Jessica Lam	Raul Quintana
Sehar Salman	Alastair Smith
Jeremy Usatine	Jordan Zesch

National Merit Commended Scholars

Zain Agha	Nakhila Mistry
Sarina Perez	Chance Ruder
Karla Samaniego	Marlow Taylor
	Laura Wright

National Hispanic Scholars

Paco Darcy	Sarina Perez
Raul Quintana	Evita Rodriguez
Chance Ruder	Karla Samaniego

National Achievement Outstanding Participant

Jada Dalley



Keystone's National Merit Honorees (bottom, l to r): Evita Rodriguez, Jessica Lam, Karla Samaniego, Kaitlin Joest, Jordan Zesch, Marlow Taylor, Laura Wright, Nakhila Mistry, Alastair Smith, Zain Agha, Jada Dalley, Paco Darcey, Raul Quintana, and Chance Ruder. (Not pictured, Sarina Perez, Sehar Salman, and Jeremy Usatine.)
Photo by Dwayne Green

Don't forget...Box tops earn dollars for the PTO.



Please join the effort to raise PTO money by saving your box tops and putting them in the drop-box found in the common room.

Keystone School
119 East Craig Place
San Antonio, TX 78212
(210) 735-4022



**Keystone PTO
Parent Council
2009-2010**

Lower School

Paige Bosshardt
Mark Carolin
Roxanna Gonzalez-Soza
Shelly Hensley
Shelley Galbraith
Marilou Tan

Middle School

Susan Agrawal
Jennifer Chan-Lam
Danna Halff
Erica Honoré (President)

Upper School

Fiona Arecchi
Lisa Cooper
Patty Swartz
Amy Zesch

Ex Officio

Mary Burch
Hugh McIntosh

Get Ready!!!

Fiesta Family FunD Day is just around the corner.

Saturday, April 17, from 3:00-6:00 on the grounds of St. Anthony Catholic High School. Don't miss it! Loads of new stuff! Human spheres, Bungee Runs, Surf Boarding, Fried Oreos, Grandma's Sweet Shoppe – too much to list. Chair person, Shelly Hensley, and her dynamite team of Annette Belvis, Paige Bosshardt, Lisa Cooper, Jill Dunn, Colleen Ferruzzi, Shelley Galbraith, Danna Halff, Kathy Pavlovsky, JoAnn Reeves, Stephanie Stevens and Anne Warrington are working hard to make this the best event ever.

Thanks to the following parents and businesses for underwriting this year's event:

Diagnostics Research Group;
Caliente Harley-Davidson; Opus Kane;
Plains Capital Bank; Robinson Value Management, Ltd; Advanced Concepts in Plastic Surgery; Dana Hodge King, D.D.S.; Frost; the Belvis Family; Dr. Carmen T. Garza; North Central Urgent Care; Porsche Center of San Antonio; The Bernard Scheifele Family; State Farm Insurance; Preferred Landscape and Lighting; Alamo City Concrete, Inc.; Crossvault; Deborah and Morris Miller; Judith Laughlin— Attorney at Law; Rush American Printing



Special thanks to these Keystone grandparents for sponsoring Grandma's Sweet Shoppe:

JoAnne Richards and Phil Brooks; Mr. and Mrs. George Kampmann, Johanna and Paul Liu, Andrew Pickens, Nancy Kane, Mrs. Albert Andrews, Erlinda, Nero Belvis, and Sandy and Stu Dworkin.

The **Spurs Raffle** is underway with great prizes for top selling students and grades. Drawing will be held at Fiesta Family FunD Day for the two grand prizes – use of a Terrace Level Suite and two Courtside Tickets for a Spurs game in the fall of 2010. Top seller awards will be given at that time, too.

Many great items are available in the **Silent Auction** – Beach condos, French vacation home, private chef for a party in your home, summer camps/activities – come see it all.

We need you! Please bring your neighbors, friends and family – plan on shopping in the Silent Auction and working a shift at a booth. There are many ways you can help. Looking forward to seeing you there!

PTO-Sponsored Teacher Appreciation Lunches a Hit!

Photos by
Shelly Hensley

