

Minutes of the KEYSTONE General PTO Meeting

April 28, 2010

I. **Welcome & Introduction of Parent Council and Board of Trustees:**

Erika Honoré, PTO President, called the meeting to order at 6:35 p.m. Members of the Keystone Board of Trustees and PTO Council were recognized.

II. **Musical Performance by Students:**

Mr. Gabriel Gonzales conducted a musical presentation by the 3rd grade students, 4th grade students, 7th and 8th grade Encore students, and an Upper School student.

III. **Secretary and Treasurer's Reports:**

Shelly Hensley, PTO Treasurer, presented the Keystone School PTO Treasurer's Report, dated April 30, 2010, a copy of which is attached as Attachment "A."

The minutes from the February 11, 2010, Keystone General PTO Meeting was presented. A motion to approve the minutes was made by Amy Zesch and seconded by Francis Lam. The minutes were approved without correction.

IV. **PTO Committee Reports**

- 1. Teacher Appreciation** – Marilou Tan stated that there have been four (4) Teacher Appreciation luncheons. The last luncheon will be held this Tuesday, May 4, 2010. Anyone interested in providing desserts is welcome to bring them by this Tuesday.
- 2. Communications** – Erika Honoré stated that work is being done on the Keystone website. For example, the Keystone newsletter, Keynotes, will be available online, with a few paper copies at the office. In addition, she reminded parents to check the PTO website for further information.
- 3. Fundraising** – Shelly Hensley stated that, because of inclement weather, Fiesta FunDay was held on April 23rd at Keystone School. The event was a success, raising approximately \$50,000. She thanked everyone for rallying together to put forth the event, especially the many volunteers who manned the booth and worked tirelessly behind the scenes. Feedback is welcome at hensley4@mac.com.
- 4. Textbook Recycling** – Sue Agrawal stated that textbook recycling would begin in mid May. Books from both middle school and upper

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school are being recycled. Information about the event will be forthcoming via e-mail.

Mark Steinhelper, a member of the Keystone Board of Trustees, presented Jessica Cihal, Admissions & College Counseling Coordinator, with a NYU t-shirt and a gift card, commemorating her service to the school.

V. Discussion and Vote on Slate of Parent Council Officers for 2010--2011

Erika Honoré called for the election of PTO Council Officers. As provided in the newly amended bylaws, a Nominating Committee consisting of Amy Zesch, parliamentarian, Mark Carolin, Lower School representative, Shelly Hensley, Middle School representative, and Jennifer Chan-Lam, Upper School representative, submitted a slate of candidates for each office.

Sitting President Erika Honoré recused herself after inclusion on the slate presented. Roxanna Gonzales-Soza presided over the elections. After calling for further nominations for each office, and there being none, nominations were closed. Ballots were provided to all those in attendance, and returned for tabulation.

VI. Featured Presentation: “*The Year in Review: Highlights from Lower, Middle and Upper School*” by Christine D’Alessandro, Michelle Rothwell and Suzanne Elizondo

Christine D’Alessandro provided the following lower school report:

- Admissions is almost full, with a few spaces in 3rd grade;
- Highlights from each grade were reviewed, from the 2nd grade’s Leprechaun Traps and the 3rd grade’s dissection of owl pellets to the 4th grade’s end of the year trip to Austin;
- Scholastic Bookfair is coming up with a sneak peek next Friday. Sales from the event are part of the library budget that provides, among other things, visits from authors for coming year;
- Move Up Day is coming up. This day allows the students to experience what the next grade level will be like; and
- End of the Year Celebrations are currently being planned.

Michelle Rothwell provided the following middle school report:

- In conjunction with a middle school student, Ms. Luckie began a newsletter for the 5th and 6th graders entitled Menagerie that gives recent news and information from town halls to 5th and 6th graders;

- Second step, the emphasis on social and/or emotional learning, is in full force;
- Town hall was introduced this year;
- Students led and planned a New Student Welcoming Committee which included care packages for new students;
- Individual goal setting by students was introduced. This allowed the students a chance for self-reflection; and
- Two (2) new staff members joined the Middle School. The new members are Ms. Theresa Powers, Dean of Middle School Students, and Ms. Sara Krog, History and Geography Teacher.

Suzanne Elizondo, along with Jessica Cihal, provided the following Upper School report:

- College acceptance letters are being received by the seniors, with decisions to be made by May 1st. A flyer outlining the schools accepting Keystone seniors was provided. On May 3rd, seniors will be having a luncheon, with each senior wearing a shirt with his/her respective college;
- Ms. Cihal has met with all families of juniors to discuss the student's upcoming year;
- An athletic report by Coach John Luna outlining all the awards received during this sports season was given. He also stated that the Lower School participated in "Little Change for Heart," collecting \$950.00 for the American Heart Association. And finally, he explained that the school has set up an arrangement with the YMCA so that students may participate in strength and conditioning;
- Students presented the theatrical play "Macbeth;"
- Advanced Placement tests are upcoming;
- Students made a great showing in the National French Examination. Results from the Spanish equivalent is pending; and
- Graduation is scheduled for May 30th at the Carver Academy.

VII. Election Results and Introduction of New Parent Council Officers

Amy Zesch, Parliamentarian, stated that out of 48 ballots, 48 votes were for the slate of officers as proposed by the Nominating Committee.

The following are the newly elected officers:

President	Erika Honore
President Elect	Rachel Pedraza
VP – Communications	Patty Swartz
VP – Community	Stephanie Stevens
VP – Fund Raising	Paige Bosshardt
VP – Student Enrichment	Courtney McKendrick Green
Secretary	Danna Halff
Treasurer	Shelly Galbraith
Parliamentarian	Helen Valkavich Badger
Lower School Representative	Cathi Koneru
Middle School Representative	Gayathri Adikesavan
Upper School Representative	Francis Lam

The meeting was adjourned at 7:40 p.m.