



Keysor PTO General Session Meeting

September 19, 2023

Meeting was called to order at 7:00 pm by Emily Boeckmann*.

Those in Attendance were: Alyssa Taylor, Gretchen Morrison, Emily Boeckmann*, Patty Fisher*, Kimberly Abeln*, Dena Anderson*, Jessica Ahrens *, Whitney Hilton, Renee Audet, Kelli Bramell, Britni Weindel, Scott Bopp, Karen Hill, Jenny Gandhi, Katie Cornwell, Kirk Faubel, Jeff Johnisee, Traci Jansen, Carissa Roller, Katie Helbig, Katie Rolfing, Jenny Kaatman, Nicole Hill, Shannon Ryan, and Crystal Harris

* Denotes Executive Board member

AGENDA

WELCOME & INTRODUCTIONS

-Quick hellos

SHOUT OUTS AND CELEBRATIONS

1. **Greentree Parade**

- Keysor float won First Place!

2. **Teacher Appreciation Dinner**

-Thank you Committee Chair Carissa Roller and team for spoiling teachers.

3. **STL City2 Game**

- Thank you to families that attended!
- Keysor PTO made \$990.00 that evening.

4. Book Fair

- Big Shout out to Kelli Bramell and Loretta McCoy for their help.
- Over \$14,000.00 of books were sold.
- Mrs. Bartin will be able to purchase a lot of new books and materials for our library.

5. Spiritwear

- Last day to purchase is today 9/19/23
- All items will come home in backpacks.

6. Racial Equity Committee

- Planning Events instead of monthly meetings
- Each event will have a different focus
- Be on the lookout for more information

TREASURER TOPIC

- Overview of Budget
- Price of yearbook to rise \$.50 this year
Motion to approve - Kimberly Abeln
Second - Dena Anderson
All in favor.
- Motion to Approve Budget - Karen Hill
Second - Patty Fisher
All in Favor

PROPOSED BYLAW AMENDMENT

- **Proposed Bylaw Amendments: Article VII Organizational Finances, 4: Expenses**

Propose Adding:

1. All purchases shall be submitted for reimbursement during the same organizational fiscal year (August 1 - July 31) as the approved budget. Purchases made during June and July, when the fiscal year changes to the new school year, will have until August 15th to submit the funds to be applied to the previous fiscal year budget.
2. All items purchased shall be submitted for reimbursement with two (2) weeks of purchase.
3. Anyone requesting an invoice payment to be sent to a vendor shall complete the payment process within two (2) weeks of the invoice being received so that the vendor is paid in a timely manner.

4. Anyone receiving reimbursement for purchase shall deposit reimbursement funds (i.e. the check) within two (2) weeks of receipt.

- **Proposed Bylaw Amendments: Article VII Organizational Finances, 5: Special Policies**

Propose Adding an Additional Special Policy

1. The organizations accounts (as prepared by the treasurer and treasurer elect) shall be submitted to a licensed accountant annually, in time for filing taxes with the IRS, in accordance with federal law. The organization's accounts can be requested to be reviewed by PTO.

Concerns with the Following Bylaw, as for the last 5 years we have not had this committee (possibly even longer)...

The organizations Accounts (as prepared by the Treasurer) shall be examined annually by an auditing committee who, if satisfied that the Organization's annual report is correct, shall sign a statement to that effect. The auditing committee shall be appointed by the Executive Board and the Committee may make the report prior to the end of the school year. Should the auditing committee have any concerns with the Organizations accounts, it shall recommend to the Executive Board that the Organization retain a professional auditing agency to review the organizations accounts.

OVERVIEW

- Please submit thoughts, comments, suggestions by Friday, September 29th to President@Keysorpto.com
- Board will discuss feedback if any
- PTO Memers will approve amendments to bylaws at the meeting on Tuesday October, 10th

GUEST SPEAKER - TRACI JANSEN IDEA LAB

- Idea Lab - Lessons incorporating Science, Technology, Engineering and Math
- 4 Week Units of Study that build students knowledge incorporating Kirkwood curriculum standards for learning
- Join the Schoology Page! Monthly newsletters, class media of grade level units of study, Local Happenings in STEM and much more!

SCHOOLY GROUP CODE: 6FNZ-QQK2-PJ8BV

REMINDERS:

Add President@KeysorPTO.com to your contacts to avoid going to spam!

Upcoming Events:

- Parent Back-to-School Bash, Saturday 10/7, 6:00 PM at STL Sandbar
- PTO Meeting in Keysor Library, Tuesday 10/10, at 7:00 PM
- October 18 - Mod Pizza Night for Keysor PTO - Earning 25% back!
- Trunk Or Treat, Friday, 10/27 - more details to come!
- KSD Cross Country Meet Elementary Students 1 Mile Run 10/17
- Keysor Trivia Night Friday, February 9, 2024

Adjourned at 8:07 pm by President PTO Emily Boeckmann