



**Charles T. Koontz  
Intermediate School PTO  
August 22, 2017 Meeting Minutes**

305 Overlook Rd  
Asheville, NC 28803  
828.684.1295  
ctkoontzpto@gmail.com

**Media Center - 8:00am**

- Welcome/ Call to Order - Erika Eill (8:11am)
- *Members Present: Erika Eill, Aylett Burchfiel, Shannon Reese, Reginald Bright, Chris Cowan, Lauren Brown, Angela Bailey, Heidi Ewing, Amy Wamsley, Laney Sherwood, Laura Douglas*
- Minutes approval from May, 2017 (2017 - 2018 Secretary - Heidi Ewing): *Heidi moved to approve, Amy seconded. Motion approved.*
- President Report - Erika Eill
  - Approve budget for 2017 - 2018 school year: *Amy moved to approve, Erika seconded. Motion approved.*
  - Welcome - Committee Chairs please start preparing an email to the volunteers you will have after Meet the Teacher and the first week of school
  - Buncombe County Schools - Volunteer Tracker - ALL volunteers must fill out the form. Instructions: <https://buncombeschools.org/cms/one.aspx?pagelid=254488>
  - Website! Koontzpto.com, koontzptos.wordpress.com (linked in sidebar of main site): Website has been update and links and forms added.
  - Facebook: doubled following in the past year (at 184 now)
  - Immediate Volunteer needs (see "Mark Your Calendar" list below)
  - Thanks to Denise Ingram for donating health room supplies
  - Do we have any connections to a hotel, because the borrowed uniforms that come back to the school need washing, and currently, the burden is on the Koontz staff. *We will work on this. This is not an immediate need.*
- Principals' Reports - Mr. Reginald Bright/Mr. Chris Cowan
  - Mr. Bright is happy to be here and appreciates the parent support at Koontz. We have approximately 750 students and all teacher positions are filled.
  - Lighthouse and Global School Initiative will continue, but slowly.
  - 5th graders will get computers, but not be permitted to take them home right away.
  - Leader in Me training is going well.
  - PTO question for Mr. Bright/Mr. Cowan, & uniform committee--Will jeans and school t-shirts be permitted on Fridays? Can we use this as a reward/incentive for participation in fundraising etc projects?
- Teacher Representatives' Reports
  - 5<sup>th</sup> Grade - Aylett Burchfiel
    - *Upcoming field trip to Montreat for Leadership/Team Building on Sept 25th-29th. Parent info is coming.*
    - *Biltmore field trip March 26th-28th*
    - *Early Dismissal Days:*
      - *Global lessons, try food in cafeteria, possible dress day for PTO?*
      - *September 21st- start teaching continents, How can I make a difference?, What is a global citizen? October 18th- Heritage Night student work, October 31st- Heritage Night student work, December 8th- North America, February 7th- Australia, February 22nd- Asia, March 12th- South America*
  - 6<sup>th</sup> Grade - Deborah Passmore
    - *Montreat Leadership field trip also approaching (sept 18th-23rd), scholarships are needed!*



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- *Additional field trip still being planned, possible Eastern Tennessee destination--more info to come.*
- *Parent volunteers for clerical work and classroom activities are always appreciated!*
- *8am PTO meeting are not practical for teachers to attend*
- UA / Leader In Me - Lori Hilliard
  - *Heritage Night--committee is meeting, more info to come.*
  - *Report from Ms. Hilliard:*  
*This year the faculty will be on Teams that cover events in certain categories (Parking, Stage Set up, Hallway set up, Student Participation, Break down, Marketing, etc.) I am going to chair the Volunteer Team. Together we will plug in volunteers to what we need for a successful Heritage night. With a Heritage Night committee from PTO we could determine all that we need to accomplish and stay in communication with the other teams to ensure we are not doubling up on something or leaving something out. It seems like volunteers will need to organize bringing in food, assisting in set up, volunteering for the event and clean up.*  
*Please feel free to email me if you have any questions.*  
*Thank you for all you do to support the staff and students at Koontz*  
*Lori*
- Treasurer's Report - Laura Douglas
  - Budget Report
  - Potential new item: flexible seating teacher fund: a per-classroom amount?
  - Potential new big ticket item for the school: poster printer
  - Request from Ms. Katie Bonanno, School Social Worker: program budget \$200
- Vice Presidents' Reports
  - President-Elect - Amy Wamsley
  - VP Fundraising - Ronda Henning - No Fuss Fundraiser (starts September 5)
  - VP Programming - Amy Haldeman, Lainey Sherwood
- Committee Reports
  - PTO Membership - Robyn Thomason--*forms will go home during the "Meet the Teacher" event.*
  - Hospitality - Lauren Brown & Angela Bailey--*Breakfast provided this Thursday, calendar is being developed.*
  - Fun Foods Nights - every Tuesday after PTO meetings, lunch @ Farmburger; October 17 & December 12: White Duck Taco; January: Luella's; need more!  
Fun foods Spirit Night - have to plan with Wild Wings/chorus/band - April 10?
  - Glow Run (September 29th) - Lainey Sherwood
    - *DJ, bouncy house, tshirts, bake sale, pizza sale*
    - *Needs to be as cost effective as possible for families*
    - *This is a community event, not a fundraiser.*
  - Box Tops (first due date October 20) - Laura Gonzalez--*Information sent home at "Meet the Teacher".*
  - Kickball Tournament (October 27) Beth Roberts & Leslie Manner



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- Heritage Night (November 16) - Ms. Hilliard: What support from PTO?
  - Sponsorship/Banners - Shannon Reese & Melanie Berlin--*still finalizing this. Where will they be hung? For how long? How much will they cost?*
  - 5<sup>th</sup> (Feb 9) & 6<sup>th</sup> (Feb 16) Grade Dances - Denise Ingram, Leslie Manner & Betsy French
  - Movie Night (March 16) - Twyla Ryan
  - "Koontz Day", Spring Festival (April 28) - Mr. Koontz's birthday, Earth Day, Plant Sale...
- New Business
    - *New Papa John's representative (Ester Ray)--explained "Dollars for Dough", teacher appreciation, honor roll, and attendance incentives they would like to provide. There is a Papa John's folder in the PTO room for anyone who wants the contact info.*
  - Meeting Adjourned--9:51am.

**MARK YOUR CALENDAR:**

August 25, 10am - 12pm: Meet the Teacher, volunteers will be needed (9am - 12:30pm)

September 5: No Fuss Fundraiser Kickoff

September 11: Health Fair (volunteers needed)

September 14: 6<sup>th</sup> Grade Open House (5<sup>th</sup> grade parent volunteers needed)

September 15: Glow Run (numerous volunteers needed)

September 19: 5<sup>th</sup> Grade Open House (6<sup>th</sup> grade parent volunteers needed)

All future PTO meetings will be the last Tuesday of each month, at 8am:  
9/26, 10/31, 11/28, 1/30, 2/27, 3/27, 4/24.

The May 29 transition gathering will be organized at a later date.