

Horizon PTO Meeting Minutes

Tuesday, March 12, 2019

In Attendance: Board Members – Christie Steinbock, Missy Collins, Claire Mattan, Principal Lindsey Cornwell, Meggan Boyle, Jill Boom, Michelle Bryngelson, Emily Crane, Brooke Hakert, Lesley Anderson

Meeting Start: 7:00 PM

Meeting Adjourned: 8:03 PM

Secretary's Report –Claire Mattan:

Meeting minutes from January were completed by Claire Mattan; minutes approved as submitted.

Treasurer's Report February 2019 - Missy Collins:

- Register Balance - \$60,223.79
- Bank Balance - \$60,448.51
- Net Income (Year-to-date) - \$10,661.57

Financials approved as submitted.

Principal's Report – Lindsay Cornwell:

- The All School Book – *Save Me A Seat*, by Sarah Weeks – went well. Kids seemed to enjoy and talk about it.
- Testing season this year will be a little longer than in the past. April 29-May 3: ISASP Testing in grades 3-5
- Everyone appreciated the hospitality provided during conferences and the hand warmers for outside workers.

Committee Reports

- Newsletter Editor, Michelle Bryngelson, dutchb33@hotmail.com
 - * Send info. For spring events (with photos if you have them) by May 21
 - * Please include Katie Coen, Yearbook Chair in emails with photos!! katiecoen@gmail.com
- Educational Rebates, Kayla Bousum, kayla.bousum@johnston.k12.ia.us
 - *Spring collection raised \$206.90. Mrs. McGrann's class won the popcorn party.
- Spirit Nights coming up
 - *Texas Roadhouse, TBD
 - *Gusto Pizza, TBD
- Social Activities
 - *Bingo, was a hit Jill Boom, jboom@kaboomer.com
- Book Fair, Patti Brinkmeyer, pattibrinkmeyer@gmail.com and her committee
 - *Patti and Nicole are retiring from book fair after this school year
- Yearbook orders, Katie Coen, katiejcoen@gmail.com
 - * Online orders due April 8
 - *If you have any pictures, send them to Katie
- Learning Garden Fundraiser, Reagan Taylor
 - *Forms will be sent home after spring break
 - *Flats, hanging baskets, 4" pots (herbs, flowers, or veggies), & 1 gallon perennials
- Fine Arts Night, May 2th, 5:30-7pm, Natasha Wheeler, babiigurl0872@gmail.com
- 5th Grade Celebration Field Trip to Jester Park, May 14
- Field Day – Friday, May 17, rain date is May 20. Many volunteers will be needed!
- Committee Needs
 - ***Book fair, starting 2019-2020 school year**
 - *Sock Hop Coordinator
 - *Garden Committee Members (we have a couple of Master Gardeners to give us direction!!!)

Funding Requests: See all opportunities on the PTO website: hzepto.org

- Amanda Peterson, 3rd Grade, A-Z reading license, \$219.90 for one year
 - Motion by Missy Collins to approve request; second by Michelle Bryngelson.
 - Motion approved

Adjournment – April 9, 7:00pm, Horizon Library

Minutes submitted by Claire R. Mattan

HORIZON ELEMENTARY SCHOOL PTO

2018-2019

Register Report

July 1, 2018 to March 31, 2019

Cleared

Balance Bank

Register Balance 7/1/2018 53,654.59

Date	Item	Deposits Description	Amount
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3/9/19	Deposit - Bank	BINGO	911.75	✓ Mar
3/9/19	Deposit - Bank	Book Fair	3,850.12	✓ Mar
3/9/19	Deposit - Bank	Library Donations	17.75	✓ Mar
3/9/19	Deposit - Bank	Yearbook	235.50	✓ Mar
3/9/19	Deposit - Bank	Get Air, Original Works	148.80	✓ Mar
3/27/19	Deposit - Bank	Book Fair cash - returned from student & parent	22.00	✓ Mar
3/27/19	Deposit - Bank	Spirit Nights - Bowling Warrior Lanes	69.30	✓ Mar
3/29/19	Interest Income	March 2019	63.31	✓ Mar

Total Deposits (Year-to-Date) 46,504.89

Date	Ck#	Paid to	Payments Description	Amount
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3/5/19	2852	Jill Boom	Book Fair, Hospitality	190.72	✓ Mar
3/26/19	2853	Christie Steinbock	Website, Equipment, Soup for Social Committee	327.56	✓ Apr
3/26/219	2854	Scholastic Book Fairs	Book Fair	2,191.94	✓ Apr
3/27/19	2855	Original Works	Original Works	77.75	

Total Payments (Year-to-Date) 37,405.16

Register Balance 3/31/19 62,754.32

Bank Balance 3/31/19 65,576.57

HORIZON ELEMENTARY SCHOOL PTO

2018-2019

Income Statement

July 1, 2018 to March 31, 2019

Income	Year-to-Date Amounts	Annual Budget	
Fundraisers			
Walk-A-Thon	15,399.32	16,000.00	Net income after expenses
Learning Garden	0.00	500.00	Net income after expenses
Spirit Nights	982.61	1,000.00	Net income after expenses
Skate Parties	0.00	300.00	
Bingo	338.75	900.00	
School Supply Kits	100.00	400.00	
Total Fundraisers	<u>16,820.68</u>	<u>19,100.00</u>	
Services			
Character Counts T-Shirts	536.20	0.00	T-shirts funded by PTO not thru student funds
Original Works	2,108.46	0.00	Proceeds given to Art Department
Spirit Wear	646.60	200.00	
Yearbook	(3,587.34)	500.00	
Total Services	<u>(296.08)</u>	<u>700.00</u>	
Donations / Gifts			
Educational Rebates	681.17	800.00	Box tops
Friends of Horizon	3,995.40	2,500.00	Donations, employer matching
Amazon Smile	193.78	200.00	
Purple Party	0.00	0.00	Proceeds from annual event
Total Donations / Gifts	<u>4,870.35</u>	<u>3,500.00</u>	
Other Income			
Bank Interest	546.81	200.00	Charter Bank interest
PTO Dues	1,168.12	300.00	\$5 annual dues from Horizon families
Total Other Income	<u>1,714.93</u>	<u>500.00</u>	
Total Income	23,109.88	23,800.00	
Expenses			
Grants			
Budgeted Amount to Allocate	(5,531.28)	(11,210.00)	* Includes Books/classroom materials (Horizon Reads)
Books / Classroom Materials	0.00	0.00	*
Biztown	0.00	(250.00)	
Reflex Math	(2,965.50)	(3,295.00)	
Equipment	(124.52)	(1,000.00)	Office equipment, laminating film, appliances
Student Events	(915.85)	(3,000.00)	Dunk tank, lunchroom prizes, field day, bounce houses, sock hop, Milk & C
Hospitality	(812.72)	(2,000.00)	Teacher / staff appreciation, conference dinners
5th Grade Graduation & field trip	0.00	(1,550.00)	Supplies, food, memory books, field trip, etc
Garden - Maintenance	(105.95)	(300.00)	Learning Garden & Butterfly Garden maintenance
Total Grants	<u>(10,455.82)</u>	<u>(22,605.00)</u>	
Operations			
Professional Services	(895.00)	(895.00)	Form 990 preparation by LWBJ & insurance coverage
Supplies / Postage	(181.60)	(300.00)	Stamps, envelopes, Volunteer spot, website, etc.
NSF Checks	0.00	0.00	Checks returned from bank due to insufficient funds & associated bank fee
Total Operations	<u>(1,076.60)</u>	<u>(1,195.00)</u>	
Grants approved, funds not spent	0.00	-	5th grade memory book
Total Expenses	<u>(11,532.42)</u>	<u>(23,800.00)</u>	
Net Income / (Loss)	<u>11,577.46</u>	<u>0.00</u>	

Funds That Carry Over From Year to Year

Book Fair - Allocated to Library

Amount Carried Over From Last Year	Amount Earned This Year	Amount Spent	Amount Left to Spend
5,621.61	2,669.29	(4,451.04)	3,839.86

2017-18 Accounts Payable

2017-2018 5th Grade Memory Books	Amount Spent	Amount Left to Spend
525.00	0.00	525.00
2017-2018 School Supply Kits	Amount Spent	Amount Left to Spend
695.98	(695.98)	0.00