

Horizon PTO Meeting Minutes

Tuesday, November 12, 2019

In Attendance: Board Members – Christie Steinbock, Nicole Nowinski, Missy Collins, Claire Mattan
Principal Lindsey Cornwell, Emily Crain, Brooke Hakert, Lya Williams, Jessica McGinnis, Alyson Erickson, Meggan Boyle, Lesly Anderson, Michelle Bryngelson, Kelsey Van Langen, Jen Briles

Meeting Start: 7:05 PM

Meeting Adjourned: 7:51 PM

Secretary's Report –Claire Mattan:

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

Treasure's Report, Missy Collins, missycollins@bestbuddies.org

Treasurer's Report October 2019-20:

- Register Balance - \$70,026.85
- Bank Balance - \$70,002.85
- Net Income (Year-to-date) - \$15,796.16

Financials approved as submitted.

Principal's Report – Lindsey Cornwell:

- First all school dance party went well with Dance Vision dancers leading the dance.
- Book fair has been open and busy. It is appreciated by everyone.
- Results of the new standardize test have been mailed
- Parent Teacher conferences next week

Committee Reports

- Newsletter Editor, Michelle Bryngelson, dutchb33@hotmail.com
 - Send info. for past events (with photos if you have them) and upcoming event info. by Dec. 31
 - Please include Katie Coen, Yearbook Chair in emails with photos!! katiecoen@gmail.com
 - Jessica McGinnis volunteered to take over yearbook!
- AmazonSmile.com
 - For smartphones, don't use app, create shortcut to AmazonSmile.com & works like app.
- Spirit wear: Winter sale now until November 18: www.hzepto.org
- Homeroom Parent Update, Lya Williams, lya.s.williams@gmail.com
- Educational Rebates, Kayla Bousum, kayla.bousum@johnston.k12.ia.us
 - \$425, down over \$200 from fall 2018
 - Moe-Stewart's class earned pizza party
 - Make sure to install the Box Tops app and scan receipts
- Spirit Nights, Ann-Marie Welge, calieann7.amt@gmail.com
 - Oct Skateland raised over \$500
 - Nov 14: Texas Roadhouse from 4-10 pm
 - December 19: Chick-fil-A on Merle Hay from 5-8 pm
- Sock Hop, Missy Collins & Christie Steinbock
 - \$165 cotton candy sales. Fun night with costume contest, pumpkin bowling and candy corn counting
- Book Drive, Meggan Boyle, manson02@mac.com, Nov 13-Dec 11
 - Collection is for our own reading support teachers

- Book Fair, Christie Steinbock & Nicole Nowinski
 - Nov 11, 12, 14, 15
- Committee Needs for 2019-20 School Year & Beginning of 2019-2020 School Year
 - Book Fair Coordinators: Help with fall and/or spring book fairs.
 - Fine Arts Night Coordinator: This event happens in May.
 - Garden Committee: Maintain the Learning Garden & Butterfly Garden

Funding Requests:

- Vacuum for Special Education – Shark UltraLite \$180
 - Motion by Brooke Hakert to approve request; second by Meggan Boyle
 - Motion approved
- Ms. Parson’s 5th Graders not in band – coming up with ideas to improve the school: requesting \$369 for a swing for students with special needs
 - Motion by Missy Collins to approve request; second by Claire Mattan
 - Motion approved
- All School Book - \$3000 – still working on choosing book
 - Motion by Leslie Anderson to approve request; second by Meggan Boyle
 - Motion approved

Adjournment- Thank you so much for coming!!

**Next Meeting PTO Social Tuesday, December 10, 2019 at 6:30pm at Smash Park
 January Meeting Tuesday January 14, 2020 at 7 pm in Horizon Library Media Center**

Minutes submitted by Claire R. Mattan

HORIZON ELEMENTARY SCHOOL PTO

2019-2020

Register Report

July 1, 2019 to December 31, 2019

Cleared
Bank

Register Balance		7/1/2019	Balance	54,730.69
Date	Item	Deposits Description	Amount	
11/7/2019	Deposit - Bank	Walkathon - Paypal Transfer	3,003.55	
11/7/2019	Deposit - Bank	Walkathon	165.00	
11/7/2019	Deposit - Bank	Walkathon, Skate Night, Character Counts	608.29	
11/8/2019	Deposit - Bank	Book Fair - All for Books	957.06	
11/12/2019	Deposit - Bank	Wells Fargo Comm Corporate - Walkathon Match	170.00	
11/12/2019	Deposit - Bank	Amazon Smile	42.77	
11/14/2019	Deposit - Bank	Wells Fargo Found Corporate	220.00	
11/18/2019	Deposit - Bank	Book Fair	3,266.60	
11/18/2019	Deposit - Bank	Book Fair - Library Donations	26.63	
11/25/2019	Deposit - Bank	Benevity Fund Donation	1,000.00	
11/29/2019	Interest Income	November 2019	57.99	
12/2/2019	Deposit - Bank	Texas Roadhouse	100.00	
12/2/2019	Deposit - Bank	Meredith Corporation - Walkathon Matching	25.00	
12/2/2019	Deposit - Bank	Educational Products Inc.	186.63	
12/2/2019	Deposit - Bank	Library Fund - Book Fair	3.39	
12/3/2019	Deposit - Bank	Wells Fargo Comm Corporate	275.00	
12/12/2019	Deposit - Bank	Wells Fargo Found Corporate - Walkathon Match	100.00	
12/31/2019	Interest Income	December 2019	64.73	
Total Deposits (Year-to-Date)			29,348.13	

Date	Ck#	Paid to	Payments Description	Amount	
11/1/2019	2916	Patrick Porto	Sock Hop DJ	225.00	✓ Nov
11/1/2019	2882	P & M Apparel	Character Counts	3,365.55	✓ Nov
11/8/2019		Withdrawal	Cash Box - Book Fair	140.00	✓ Nov
11/12/2019	2883	Christie Steinbock	Spirit Night skate tickets, Garden Matin, Lost Found, Hospitality, Supplies, Walkathon, Microwave for staff lounge, sock hop thank you cards	121.96	✓ Nov
11/12/2019	2884	Christie Steinbock	Teacher conference meal	344.68	✓ Nov
12/2/2019	2903	JCSD Nutrition Department	VOID	177.00	✓ Dec
12/2/2019	2885	VOID	VOID	0.00	
12/2/2019	2887	Scholastic Books	Book Fair	2,815.30	✓ Dec
12/20/2019	2889	Missy Collins	Sock Hop & Binder (Supplies)	176.21	Jan
12/30/2019	2888	Christie Steinbock	Lost & found, Pants for nurse, vacuum for spec ed	268.16	✓ Dec
Total Payments (Year-to-Date)			11,413.19		

Register Balance	12/31/19	72,665.63
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Bank Balance	12/31/19	70,002.85
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HORIZON ELEMENTARY SCHOOL PTO

2019-2020

Income Statement

July 1, 2019 to December 31, 2019

Income	Year-to-Date Amounts	Annual Budget	
Fundraisers			
Walk-A-Thon	14,488.32	16,000.00	Net income after expenses
Learning Garden	0.00	500.00	Net income after expenses
Spirit Nights	601.83	1,000.00	Net income after expenses
Bingo	0.00	900.00	
School Supply Kits	186.63	400.00	
Total Fundraisers	<u>15,276.78</u>	<u>18,800.00</u>	
Services			
Character Counts T-Shirts	(155.67)	0.00	T-shirts funded by PTO not thru student funds
Original Works	0.00	0.00	Proceeds given to Art Department
Spirit Wear	701.56	500.00	
Yearbook	32.00	300.00	
Total Services	<u>577.89</u>	<u>800.00</u>	
Donations / Gifts			
Educational Rebates	0.00	500.00	Box tops
Friends of Horizon	1,955.00	2,500.00	Donations, employer matching
Amazon Smile	90.92	300.00	
Purple Party	1,000.00	0.00	Proceeds from annual event
Total Donations / Gifts	<u>3,045.92</u>	<u>3,300.00</u>	
Other Income			
Bank Interest	344.27	200.00	Charter Bank interest
PTO Dues	589.62	500.00	\$5 annual dues from Horizon families
Total Other Income	<u>933.89</u>	<u>700.00</u>	
Total Income	19,834.48	23,600.00	
Expenses			
Grants			
Budgeted Amount to Allocate	(133.95)	(10,425.00)	* Includes Books/classroom materials
School Supplies	(163.38)	(600.00)	
Biztown	0.00	(260.00)	
Reflex Math	0.00	(3,000.00)	
Equipment	(658.99)	(1,000.00)	Office equipment, laminating film, appliances
Student Events	(797.48)	(3,000.00)	Dunk tank, lunchroom prizes, field day, bounce houses, sock hop, Milk & C
Hospitality	(586.53)	(2,000.00)	Teacher / staff appreciation, conference dinners
5th Grade Graduation & field trip	0.00	(1,500.00)	Supplies, food, memory books, field trip, etc
5th Grade Project	0.00	(320.00)	
Garden - Maintenance	(107.27)	(300.00)	Learning Garden & Butterfly Garden maintenance
Total Grants	<u>(2,447.60)</u>	<u>(22,405.00)</u>	
Operations			
Professional Services	(220.00)	(895.00)	Form 990 preparation by LWBJ & insurance coverage
Supplies / Postage	(30.32)	(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>(250.32)</u>	<u>(1,195.00)</u>	
Grants approved, funds not spent	0.00	-	5th grade memory book
Total Expenses	(2,697.92)	(23,600.00)	
Net Income / (Loss)	<u>17,136.56</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
39.86	1,298.38	0.00	1,338.24

2018-19 Funds Approved, Not Spent

School Supplies (Approved 4/9/2019)	Amount Spent	Amount Left to Spend
500.00	(500.00)	0.00