

Horizon PTO Meeting Minutes

Tuesday, February 11, 2020

In Attendance: Board Members – Christie Steinbock, Nicole Nowinski, Claire Mattan, Missy Nowinski
Principal Lindsey Cornwell, Emily Crain, Meggan Boyle, Jen Briles, Jessica McGinnis

Meeting Start: 7:30 PM

Meeting Adjourned: 8:09 PM

Secretary's Report – Claire Mattan:

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

Treasure's Report, Missy Collins, <mailto:missycollins@bestbuddies.org>

Treasurer's Report October 2019-20:

- Register Balance - \$72,180.97
- Bank Balance - \$72,156.97
- Net Income (Year-to-date) - \$16,651.91

Financials approved as submitted.

Principal's Report – Lindsey Cornwell:

- Conference Sign up coming soon
- Importance of parents using the drop off lane or parents must walk children to the front doors
- The whole school is receiving learning on anxiety and mental health.
- January 20 Professional Development on Suicide Prevention Training
- Peace Corners in every classroom with tools and books to relieve stress and anxiety
- Tied to Zones of Regulation:
 - Green = calm and happy
 - Blue = tired or sick
 - Yellow = worried or stressed
 - Red = mad/angry/not rational

Committee Reports

- Educational Rebates, Kayla Bousum, kayla.bousum@johnston.k12.ia.us
 - Next collection being held Feb 3-14, winning class receives popcorn party
 - Volunteers needed: signup.com/Dashboard?unlock=3172334
 - Make sure to install the Box Tops app and scan receipts
- Homeroom Parent Update, Lya Williams, lya.s.williams@gmail.com
 - Valentines parties Feb 14 at 2:45
- Book Fair, Christie Steinbock
 - Feb 24 (9am-8:15pm), Feb 25 (9am – 3pm), Feb 27 (9am-8:15pm), Feb 28 (9am-4pm)
 - Volunteers needed: signup.com/Dashboard?unlock=3172334
- Spirit Nights, Ann-Marie Welge, calieann7.amt@gmail.com
 - Feb. 27: Fun Skate at Skateland 5-8 pm; \$3 to skate and \$4 to rent skates
- Hospitality, Michelle Bryngelson, dutchb33@hotmail.com
 - Conference meal on Feb 27. Donations needed: signup.com/Dashboard?unlock=3172334

- Original Works, Emily Crain, emilybostoncrain@gmail.com
 - Magnets coming home next week, orders due back March 3
 - Volunteers needed: signup.com/Dashboard?unlock=3172334
- Bingo, Jen Briles, jenlynn0928@gmail.com
 - Friday, March 6, 6:30pm-8pm. Donations needed: signup.com/Dashboard?unlock=3172334
 - Texas Roadhouse is selling rolls
- Garden Fundraiser, Reagan Taylor, reaganroul@hotmail.com
 - March 27 - April 10 with flats of plants, pots or hanging baskets
- Yearbook, Katie Coen katiejcoen@gmail.com & Jessica McGinnis jessica0411@hotmail.com
 - No forms coming home this year
 - Order online: ybpay.lifetouch.com using school Yearbook ID Code: 9229620
- Newsletter Editor, Michelle Bryngelson, dutchb33@hotmail.com
 - Send info. for past events (with photos if you have them) and upcoming event info. by May 31
 - Please include Katie Coen, Yearbook Chair in emails with photos!! katiecoen@gmail.com
- Casey's Rewards Program, Christie Steinbock
 - Contest ends Friday so sign up now!
 - You can sign up for the rewards program in the Casey's app or online: <https://www.caseys.com/login?isAccountRegister=true>
 - **Once signed up, go to the Rewards tab and select Horizon Elementary School.**
- AmazonSmile.com
 - For smartphones, don't use app, create shortcut to AmazonSmile.com & works like app.
- Committee Needs for 2019-20 School Year & Beginning of 2020-2021 School Year
 - Book Fair Coordinators: Help with fall and/or spring book fairs.
 - Walkathon help: Ideas, mailings, collecting donations, etc.
 - Garden Committee: Maintain the Learning Garden & Butterfly Garden

Funding Requests

- Lunchroom music reimbursement for Amanda Van Wyk for \$100
 - Motion by Missy to approve request; second by Nicole
 - Motion approved

Adjournment- Thank you so much for coming!!

Next Meeting PTO Meeting: Tuesday, March 10, 7:00pm at Horizon Library Media Center

Minutes submitted by Claire R. Mattan

HORIZON ELEMENTARY SCHOOL PTO

2019-2020

Register Report

July 1, 2019 to February 28, 2020

				Balance	Cleared Bank
Register Balance 7/1/2019				54,730.69	
		Deposits			
Date	Item	Description	Amount		
2/3/2020	Deposit - Bank	Wells Fargo Comm Corporate - Walkathon Match	485.00		
2/20/2020	Deposit - Bank	Amazon Smile	75.25		
2/24/2020	Deposit - Bank	Wells Fargo Comm Corporate	100.00		
2/28/2020	Interest Income	February 2020	55.19		
Total Deposits (Year-to-Date)			30,550.87		
		Payments			
Date	Ck#	Paid to	Description	Amount	
2/21/2020	2906	Christie Steinbock	Pants for Nurse, Hospitality (Book Fair snack station),	653.45	✓ Feb
2/21/2020	2907	Horizon Elementary	Garden Maint, Amazon Card for Amanda Van Wyk,	2,681.10	✓ Feb
2/21/2020	2908	Michelle Bryngelson	4th Grade Field Trip & Horizon Reads	86.98	✓ Feb
2/21/2020	2909	Horizon Elementary	Hospitality - Teacher Winter Break Gift	1,650.00	✓ Feb
2/21/2020	2910	Lifetouch	Eric Litwin - Author Visit	2,762.86	
Total Payments (Year-to-Date)			20,234.54		
Register Balance 2/28/20				65,047.02	
Bank Balance 2/28/20				67,785.88	

HORIZON ELEMENTARY SCHOOL PTO

2019-2020

Income Statement

July 1, 2019 to February 28, 2020

Income	Year-to-Date Amounts	Annual Budget	
Fundraisers			
Walk-A-Thon	16,488.32	16,000.00	Net income after expenses
Learning Garden	0.00	500.00	Net income after expenses
Spirit Nights	654.86	1,000.00	Net income after expenses
Bingo	(15.00)	900.00	
School Supply Kits	186.63	400.00	
Total Fundraisers	17,314.81	18,800.00	
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	889.28	500.00	
Yearbook	(2,730.86)	300.00	
Total Services	(1,997.25)	800.00	
Donations / Gifts			
Educational Rebates	0.00	500.00	Box tops
Friends of Horizon	560.00	2,500.00	Donations, employer matching
Amazon Smile	166.17	300.00	
Purple Party	1,000.00	0.00	Proceeds from annual event
Total Donations / Gifts	1,726.17	3,300.00	
Other Income			
Bank Interest	461.01	200.00	Charter Bank interest
PTO Dues	589.62	500.00	\$5 annual dues from Horizon families
Total Other Income	1,050.63	700.00	
Total Income	18,094.36	23,600.00	
Expenses			
Grants			
Budgeted Amount to Allocate	(4,997.12)	(10,425.00)	* Includes Books/classroom materials
School Supplies	(163.38)	(600.00)	
Biztown	(534.96)	(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	(977.04)	(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	(197.12)	(300.00)	Learning Garden & Butterfly Garden maintenance
Total Grants	(8,326.09)	(22,405.00)	
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	(250.32)	(1,195.00)	
Grants approved, funds not spent	0.00	-	5th grade memory book
Total Expenses	(8,576.41)	(23,600.00)	
Net Income / (Loss)	9,517.95	0.00	

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