

Horizon PTO Meeting Minutes

Tuesday, March 10, 2020

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

Meeting Start: 7:04 PM

Meeting Adjourned: 8:07 PM

Secretary's Report –Claire Mattan:

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

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

Treasurer's Report February 2020

- Register Balance - \$65,047.02
- Bank Balance - \$67,785.88
- Net Income (Year-to-date) - \$18,094.36

Financials approved as submitted.

Principal's Report – Lindsey Cornwell:

- Horizon will receive \$5000 from the Casey's App Reward's promotion
- Pete the Cat author was amazing; all the kids were excited and engaged.
- The whole school book will begin after Spring Break – World According the Humphrey
- Bingo night has an awesome turn out.
- The teachers really appreciated the meal for conference night
- Field Day will be on the Horizon grounds this year and going forward.

Committee Reports

- Educational Rebates, Kayla Bousum, kayla.bousum@johnston.k12.ia.us
 - Box Tops are above budget this spring because people are using the app
- Homeroom Parent Update, Lya Williams, lya.s.williams@gmail.com
 - Lindsey: Upcoming testing for 3rd-5th grades; check with individual teachers on needs
- Book Fair, Christie Steinbock, wearehorizonpto@gmail.com
 - Special thanks to Meggan Boyle, Lya Williams, Nicole Nowinski, Michelle Bryngelson, & Jessica McGinnis for helping to supervise shifts
- Hospitality, Michelle Bryngelson, dutchb33@hotmail.com
 - Conference meal went well
 - Teacher Appreciation Week: May 4-8
- Original Works, Emily Crain, emilybostoncrain@gmail.com
- Bingo, Jen Briles, jenlynn0928@gmail.com
 - Great Turnout and awesome time. Raised \$950
- Garden Fundraiser, Reagan Taylor, reaganroul@hotmail.com
 - March 27 - April 10 – Forms after Spring Break
 - Flats, hanging baskets, 4" pots (herbs, flowers, or veggies), & 1 gallon perennials
- Yearbook, Katie Coen katiejcoen@gmail.com & Jessica McGinnis jessica0411@hotmail.com

- Order online by March 30: ybpay.lifetouch.com using school Yearbook ID Code: 9229620
- Spirit Nights, Ann-Marie Welge, calieann7.amt@gmail.com
 - April 27: Texas Roadhouse
 - May 27: Sweet Swirls
- Fine Arts Night, May 7th, 5:30-7pm, Christie Steinbock
- Field Day – Thursday, May 21, rain date is May 22. Many volunteers will be needed!
 - Will be at Horizon this year, Cottonwood park is planted with native prairie plants & no longer mowed
- 5th Grade Celebration Field Trip to Jester Park, Jacque Feuerhelm, jfevery@gmail.com
 - May 28
- Milk & Cookies for Seniors, Meggan Boyle, manson02@mac.com
 - May 15
- 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
- School Supply Kits, Alyson Erickson, Erickson.Alyson@principal.com
- AmazonSmile.com
 - For smartphones, don't use app, create shortcut to AmazonSmile.com & works like app.
- Committee Needs for 2020-21 School Year & Beginning of 2020-2021 School Year
 - 2020-21 Board: Will present the slate of officers at April meeting
 - Please email Christie if interested in serving on the board
 - Walkathon help: Ideas, mailings, collecting donations, etc.
 - Garden Committee: Maintain the Learning Garden & Butterfly Garden

Funding Requests

- Third grade renewal license of A to Z reading \$230.90
 - Motion by Michelle Bryngelson to approve request; second by Lya Williams
 - Motion approved
- Start thinking about ideas for new furniture for the library – use \$5000 from Casey's and PTO funds left over this year

Adjournment- Thank you so much for coming!!

Next Meeting PTO Meeting: Tuesday, April 14, 7:00pm at Horizon Library Media Center

Minutes submitted by Claire R. Mattan

		Balance	Bank
Register Balance	7/1/2019	54,730.69	

		Deposits		
Date	Item	Description	Amount	
3/2/2020	Deposit - Bank	Box Tops for Education	548.90	✓ Mar
3/2/2020	Deposit - Bank	Athene Walkathon Match	250.00	✓ Mar
3/2/2020	Deposit - Bank	Book Fair	2,935.04	✓ Mar
3/31/2020	Interest Income	March 2020	44.10	✓ Mar
4/10/2020	Deposit - Bank	Bingo Cards	577.00	✓ Apr
4/10/2020	Deposit - Bank	Bingo Concessions	399.25	✓ Apr
4/10/2020	Deposit - Bank	Original Works	5,011.50	✓ Apr
4/10/2020	Deposit - Bank	Library Fund - Book Fair	17.96	✓ Apr
4/10/2020	Deposit - Bank	Book Fair & Refund	171.69	✓ Apr
4/30/2020	Deposit - Bank	Wells Fargo Comm Corporate	200.00	✓ Apr
4/30/2020	Interest Income	April 2020	25.23	✓ Apr
5/11/2020	Deposit - Bank	Broken Arrow	325.56	
5/11/2020	Deposit - Bank	Box Tops for Education	167.40	
5/11/2020	Deposit - Bank	Refund - Science Center	265.50	
5/11/2020	Deposit - Bank	Garden Fundraiser	265.00	
5/11/2020	Deposit - Bank	Original Works	44.00	
5/11/2020	Deposit - Bank	PayPal Transfer Garden Fundraiser	1,999.36	
5/11/2020	Deposit - Bank	PayPal Transfer Yearbook	25.50	
Total Deposits (Year-to-Date)			43,823.86	

		Payments			
Date	Ck#	Paid to	Description	Amount	
3/2/2020		GoDaddy.com	Paypal Withdrawl for GoDaddy Membership	119.88	✓ Mar
3/5/2020		Withdrawl	Cash Box - Book Fair	140.00	✓ Mar
3/5/2020		Withdrawl	Cash Box - BINGO	530.00	✓ Mar
3/10/2020	2911	JCSD Nutrition Department	Teacher conference meal	318.00	
3/10/2020	2912	Christie Steinbock	Renewed Signup.com Membership	99.00	✓ Mar
4/27/2020		Deluxe Checks	Checkbook	39.50	✓ May
4/22/2020	2913	Brooke Hakert	Yearbook Refund for committee gift	20.00	✓ May
4/22/2020	2914	Patti Brinkmeyer	Yearbook Refund for committee gift	20.00	
4/22/2020	2915	Scholastic Books	Book Fair	2,427.16	✓ May
		Meggan Boyle	Popcorn and bags	168.05	
		Holub Greenhouse	Garden Fundraiser	1,019.55	
		Horizon Elementary	Learning A to Z Membership	230.90	
Total Payments (Year-to-Date)				25,366.58	

Register Balance	4/30/20	73,187.97
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Bank Balance	4/30/20	74,314.81
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HORIZON ELEMENTARY SCHOOL PTO
Income Statement
July 1, 2019 to April 30, 2020

2019-2020

Income	Year-to-Date Amounts	Annual Budget	
Fundraisers			
Walk-A-Thon	16,738.32	16,000.00	Net income after expenses
Learning Garden	1,244.81	500.00	Net income after expenses
Spirit Nights	654.86	1,000.00	Net income after expenses
Bingo	431.25	900.00	
School Supply Kits	186.63	400.00	
Total Fundraisers	19,255.87	18,800.00	
Services			
Character Counts T-Shirts	(155.67)	0.00	T-shirts funded by PTO not thru student funds
Original Works	5,055.50	0.00	Proceeds given to Art Department
Spirit Wear	1,214.84	500.00	
Yearbook	(2,745.36)	300.00	
Total Services	3,369.31	800.00	
Donations / Gifts			
Educational Rebates	716.30	500.00	Box tops
Friends of Horizon	760.00	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	2,642.47	3,300.00	
Other Income			
Bank Interest	530.34	200.00	Charter Bank interest
PTO Dues	589.62	500.00	\$5 annual dues from Horizon families
Total Other Income	1,119.96	700.00	
Total Income	26,387.61	23,600.00	
Expenses			
Grants			
Budgeted Amount to Allocate	(4,939.77)	(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 & Cr
Hospitality	(1,295.04)	(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	(8,586.74)	(22,405.00)	
Operations			
Professional Services	(220.00)	(895.00)	Form 990 preparation by LWBJ & insurance coverage
Supplies / Postage	(456.75)	(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	(676.75)	(1,195.00)	
Grants approved, funds not spent	0.00	-	5th grade memory book
Total Expenses	(9,263.49)	(23,600.00)	
Net Income / (Loss)	17,124.12	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	1,833.16	0.00	1,873.02

2018-19 Funds Approved, Not Spent

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