

**Horizon Middle School
Parent Advisory Committee Meeting Minutes
Tuesday, August 20, 2019
Office Conference Room**

Present: Darla Miller, Dr. Tabby Rabenberg, Nancy Shirley, Tina Dendy, Karen Dunlap

Call to Order: Karen Dunlap called the meeting to order. We were unable to record the meeting because we had to move the meeting to a different location without recording capabilities.

Treasurer's Report: Treasurer Darla Miller presented a detailed report.

Treasurer's Report

Bank activity since our last Treasurer's Report

Beginning Balance 5.19.19	12,697.13
Deposits	
Expenses	
8th grade farewell	(500.00)
Concessions-Coca Cola	(273.39)
Raffle permit	(25.00)
Ending Balance 8.20.19	11,898.74

HORIZON PAC

2018-2019 Summary

Prepared by: Treasurer- Darla Miller

Income

Raffle Fundraiser	21,700.00	\$160 (NSF checks-expensed below)
Concessions	12,265.92	
Misc. fundraiser-Sky Zone, Spirit Wear, Sox	3,469.29	
Total Income	37,435.21	

Expenses

Teacher's meals	297.96	
Concessions	10,766.12	
Raffle		
Permit	25.00	
Printing	403.84	
Daily Raffle student prizes - \$5 gift cards (42)	210.00	
Team Parties	769.97	
Stamps	40.00	
NSF Checks	160.00	
Raffle Winnings	4,000.00	42 Drawings
Office Supplies	154.74	-checks(\$145) stamps / envelopes
8th grade farewell	1,000.00	\$250/ homebase, \$500 party items
Adajios	398.89	
2018/2019-Husky Hope	3,056.50	
2018/2019-Wish List	12,886.65	
Total Expense	34,169.67	
Margin (build cash)	3,265.54	
Beginning Cash (8.17.18)	8,633.20	
Beginning Cash (8.20.19)	11,898.74	



➤ Tina Dendy moved to approve the report and Nancy Shirley seconded.

- Karen made a motion to move our PAC account from Wells Fargo to Gatecity Bank for ease of transactions. Our current Wells Fargo account does not allow for a Bill Pay option. Dr. Rabenberg seconded it. motion carried.
- Budget was reviewed for discussion only. Full detailed budget will be submitted in Sept.

Administration Report:

- Students have already created videos to promote the raffle fundraiser. Husky Ambassadors will collect raffle tickets in the foyer before and after school to ease congestion in the office. Parent Volunteers will be needed to reconcile the money brought in, when the time comes.
- Space is staked out near the soccer field for use for a new recreation space for Horizon students. Students will develop ideas and potentially present them to the PAC for assistance in funding. Students have also been working to utilize the outdoor classroom this summer and Ag classes will continue to work on that.

NEW BUSINESS:

- Teacher appreciation breakfast went well this morning. All items signed up for were brought. Karen will set up Signup for teacher appreciation meals so we can send those out throughout the year.
- In Nov and March there will be parent/teacher conferences and teacher meals will be provided those evenings. PAC will buy the meat and parents will provide the rest of the needed items. Discussed the option of parents contributing money and then catering the teacher meals instead of bringing items. More feedback from parents is needed before a decision is made.
- Tina Dendy is helping with the raffle this year. Karen Dunlap will be running the fundraiser this year. Tina will now have access to the Facebook page to help with communication with parents
- Karen wondered if new signage at the school representing the feeder school logos could be added around Horizon. This ideas came from current signage recently added at Wachter Middle School.
- **Officer elections** – Karen reached out to Dr. Penny Hetletved to confirm that she would be willing to hold the vice-president seat. She has accepted that position
- **2019-20 Fundraiser** – It has been suggested that Raffle Tickets will be sold September 16 thru October 21 with prize drawings November 4 thru November 22. Tickets will remain at \$10. Karen stated that more small monetary prizes will be awarded but the overall prize amount that comes from PAC will stay relatively the same. Drawings will now be added for students that sell multiple tickets, as Karen stated that ND state law prohibits giving prizes for selling a winning ticket. No prize will be given to students when a ticket they sell wins a prize.
- **Spirit Gear** – PAC chose Pure Country for the spirit gear due to online ordering option. Aug 30th the store will close and the second week in Sept is estimated delivery. A second store may be opened in November. Suggestions will be taken on desired gear.
- **Wings and Rings Fundraiser:** Horizon is scheduled for Oct 22nd. You must have flyer with you to get the donation for our school. Flyer will be sent out prior to that event.
- **Texas Roundhouse Dine to Donate:** Horizon is signed up for Nov 19 and Dec 12. Teacher appreciation coupons were also provided for the teacher of the month. “Andy Bucks” were also provided for student prizes. Gift card percentages were also offered to Horizon student groups. Bread/butter fundraiser is going to be an option through

their restaurant as well. They are also making their restaurant available to host Benefits for Horizon families with a special need, should we have that scenario.

The next meeting has been scheduled for Tuesday, Sept 17th at 12:00 in the conference room. All parents are welcome to attend as the PAC continues to need more parent participation in order to help us serve our Horizon community even better.

Respectfully submitted,
Nancy Shirley
2019-2020 Horizon Parent Advisory Committee Secretary