

# John Muir School Parent-Teacher Collective (“PTC”)

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## PTC MEETING MINUTES

**November 7, 2019**

**Time: 6:30 p.m. – 8pm**

**Location:**

John Muir Outdoor School, Marcia’s room  
100 Walker Avenue  
Ashland, OR 97520

**Attendees:** Sage Meadows, Dave Luczynski, Carrie Eskenazi, Erica Beck-Brattin, Tabbitha Bruce, Pam Kuhn, Rebecca Gyarmathy

- I. Pam called to order**
- II. Agenda was approved**
- III. Minutes from October 3, 2019 meeting were approved**

#### **IV. Subcommittee Reports and Possible Actions**

- a. **PTC President’s Report (Pam Kuhn):** Nothing to report as all updates are in other agenda items
- b. **PTC Vice President’s Report (Tabbitha Bruce):** Nothing to report
- c. **Treasurer’s Report (Dave Luczynski)**
  - i. Reviewed Balance Sheet and 2019-20 Budget to date. Also looked at a monthly breakdown to see cash flow over the course of August through October. Our balance sheet as of 10/31/19 is \$38,136.71 in cash and bank accounts. There isn’t much to report yet. Scrip sales have generated \$567 so far. Hike-a-thon money is starting to come in. For expenses, the 2 big things we’ve paid for in October are \$220 in OBOB book purchases and registration fees and \$1159 for yearbook. Each year we order 150 yearbooks and Rebecca stated that we always have so many left over. Can we change our order to avoid so much waste in money and resources? Dave says yes.

We haven’t yet received any invoices from any instructors. Are we expecting invoices from K-3 dance teachers that quit after 4 classes? Rebecca says yes. Sage is picking up the K-3 art focus with drama on Mondays for an hour. Because there is only one instructor (Sage) instead of 2, expenses will go down. Also haven’t received any invoices from Outdoor Ed coordinator (Elliott) or Lithia naturalist (Stephanie). Pam will contact Stephanie and Elliott. Dave is still trying to get hold of Pete at Earth Teach to get information about if donation is same amount as previous years and a receipt for tax purposes.

- d. **Principal’s Report (Rebecca Gyarmathy)**

- i. There will be a bond users group meeting on November 19<sup>th</sup> from 12-1:30. Teachers will meet Nov 20<sup>th</sup> after school, with all levels of teachers, faculty, transportation, facilities at this meeting.
  - ii. Question was asked about Title 1 funding and lunches that keep appearing in school newsletter. Getting any and all families to sign up for free meals for title 1 funding. This is something we don't want to lose. Even if you pack your kiddos lunch it effects funding for our whole district so all families are encouraged to sign up!
- e. Art Focus Sub-Committee Chair's Report (Carrie Eskenazi)**
- i. Winter Art Focus program – Art focus hasn't been successful at finding winter elective instructors for all grades 4-8. However, they have enough for grades 6-8. The recommendation is to pay for a contracted instructor for grades 4/5 and still continue with electives for grades 6-8. Committee also requests that we reinstate the \$100 stipend for all winter elective volunteers. It will cost a little more than the original plan. Pam reports that the total winter art focus budget approved from last meeting was a total of \$1520. New total would be \$2120. Total change = \$600. Pam thinks this could be absorbed by a number of other line items where we believe we will underspend what we estimated. Members voted to approve the suggested change.
  - ii. **Classes are:**  
6/7/8: breakout sessions with choices including, woodworking (Richard Pope), photography, cooking (Jace Green), art as activism (Desiree Coutinho) and homestead skills (Laurie Green).  
4/5: professional instruction in ceramics (Liz O-Brian)  
2/3: professional instruction in drawing/painting/clay (Craig Honeycutt)  
K/1: professional instruction/learning in creative arts & drama.
  - iii. Pam to provide contracts and volunteer agreement templates to Carrie.
- f. Fundraising Sub-Committee Chair's Report (Pam Kuhn standing in for chair) – the fundraising committee it on fire!**
- i. **Oct – May: Hike-a-thon begins!** Discussion about how we can get the word out about this. Emails tend to get a bit overwhelming. Perhaps we do one email with ONLY hike-a-thon. Since there are many events happening at once, Pam suggested we do one email with just hike-a-thon and fall scrip sales, and another email after that with Northwest Nature and Pints for a Purpose.
  - ii. **Nov: "Big Ask" giving month.** Joseph Vaille and Tracy Camp coming up with letter to send out to business here in town describing our school in order to help with donations. We will hopefully be able to do a shout out in Sneak Peak to thank the business that donate. We are looking to purchase stamps and self-addressed envelopes to these business in hopes of seeing a higher return rate. To make this happen as fundraising committee envisions, PTC needs to approve an estimated \$60 in expenditures. Members voted to approve suggested change to budget.
  - iii. **Dec 6, 5-8pm: Outdoor Holiday Market on First Friday, NW Nature Shop.** Allison thinks Rogue Rowing once made \$6K from event. Allison can work with Alisa/Art Focus to help make art for sale. Possibly student-made thank you cards or screen printed materials. \$100 in materials? Laurie will make soap and some baked goods for sale. She will donate. May ask for reimbursement if over \$25 to make the soap. Potentially \$25 materials reimbursement. Hal will look at pro

deal on 100 stainless mugs with a John Muir quote for sale for \$10 each -- buy a mug and get a free hot chocolate! Guessing \$5 per mug wholesale and we would sell for \$10. There was a conversation around whether there were items that might cost less to produce and net more income, like wreaths. We want to give fundraising committee the latitude to make changes if mugs end up costing too much. Pam made a guess that we'd try to generate \$1000 at event. To make the event happen as envisioned by fundraising committee, PTC needs to approve \$550. Members voted to approve suggested change to budget.

- iv. **Dec 10, 5-10pm: Standing Stone Pints for a Purpose.** Allison Wildman entered us in their Pints for a Purpose program and JMOS was selected. Standing Stone will donate \$2 for every pint of beer and root beer sold between 5-10pm on December 10.
- v. **Other:** Allison is meeting with Oregon Community Foundation and Hal mentioned the Sharkey Family Foundation. Laurie is working on having Spirit Night Dine Outs at Growler Guys and Pony Espresso.
- g. **Grocery Cash Back Sub-Committee Chair's Report (Pam Kuhn)**
  - i. Thanksgiving break sales push? Too much with other fundraisers? Dave would like to give it a shot and will help manage program. We'd like to try to use an order form or give parents the option of having scrip delivered directly to them as an experiment.
- h. **Portable Pantry-Box Tops Sub-Committee Chair's Report (Pam Kuhn standing in for Amy Stewart)**
  - i. Amy reported via email that she is up to 6 students and all is going well.
- i. **Governance Sub-Committee Chair' Report** – nothing to report, will talk about bylaws if there is time later in agenda.
- j. **Social and Environmental Justice Sub-Committee Chair's Report (Pam Kuhn standing in for Amanda Rose)**
  - i. Amanda texted Pam to include \$15 budget line item for after school club snacks. Rebecca says they can get snacks through the District and that she had connected with Desiree about that.
- k. **Ashland Schools Foundation Report (Ericka Beck-Brattin)**
  - i. There is a surplus of grant money at the moment. Is it possible for Carrie to write the grant and have teachers sign them? Sage is possibly interested in whether grant money can be written for a new PA system.
- l. **Executive Sub-Committee Chair's Report** – nothing to report

## V. Old Business

- a. Volunteer and Recruitment Update
  - i. Current needs:
    1. PTC secretary
    2. Yearbook designer – Dani Lopez may be interested in helping with this
    3. Art focus committee members and winter elective volunteers
    4. Courtyard volunteers
    5. Grant writers
    6. Facebook Administrator
    7. Restorative Justice – no one showed up to first restorative justice meeting. JoEllen is looking for some help to come up with a handbook

that describes what restorative justice looks like at JMOS. PTC can help advertise for volunteers.

8. Other?

## **VI. New Business**

### **a. Events:**

- i. Halloween event recap – all went great
  - ii. Winterfaire event update
    1. Wed Dec 18 Date change
    2. What to expect: Sage and board recommend similar format to last few years. 2/3 organizes, but wider PTC helps with food prep, set up, Louie's cards, etc...Discussion and member feedback
  - iii. 12/20 Solstice venue update – Temple Emek Shalom
- b. Suggestion for PTC contribution towards \$350 to bring Grandma Aggie, a Takelma elder, for an all-school visit—PTC voted to make up the difference up to a maximum of half the amount (\$175).

## **VII. The following agenda items were not discussed due to lack of time.**

- a. Facebook Administration: How do members want this forum to function? Discussion and possible action
- b. Bylaws. Possible changes to bylaws – reading of bylaws, small suggestions for change to get into compliance, and member discussion about how/if to proceed further. Discussion and possible action

## **VIII. Comments and Announcements**

- a. Members present suggested that we hold the meeting from 5:30-7pm next time to see if we get more member participation and because it's a little easier for members present when it's not so late. It would also be helpful to meet in hallway so fluorescent light isn't so harsh for those with sensitivities. Members agreed to give it a shot to see how it goes.

## **IX. Adjournment. Meeting was adjourned by Pam Kuhn at approximately 8pm.**

**Next meeting:** December 5, 2019 from 5:30-7pm. JMOS.