

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

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## PTC MEETING MINUTES

**December 5, 2019**

**Time: 5:30 p.m.**

**Location:**

John Muir Outdoor School, Hallway  
100 Walker Avenue  
Ashland, OR 97520

**Attendees:** Pam Kuhn, Dave Luczynski, Sage Meadows, Rebecca Gyarmathy, Gabriela Rhodes, Amy Stewart

- I. Pam called to Order**
- II. Agenda was approved**
- III. Minutes from the November 7, 2019 meeting were approved**

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

- a. **PTC President’s Report (Pam Kuhn).** Should we talk to Nellie about rescheduling talent show to raffle night? Table that to new year.
- b. **PTC Vice President’s Report** – nothing to report
- c. **Treasurer’s Report (Dave)**
  - i. Rebecca is requesting \$1000 for outdoor ed scholarships
  - ii. Review Balance Sheet & Budget to Date. We received \$250 from the candy buy-back program, would be good to continue that. Hike-a-thon received \$2355 in November. \$100 in online rewards. Scrip is at \$885 for year. On spending side, we’ve started receiving invoices from contractors/art teachers. SPP has spent about \$90 to date. Solstice venue has been paid. Mailed check to Earth Teach for \$500. No invoices submitted from Elliott yet; Rebecca will check in with him. Everything seems to be tracking in budget properly in terms of expenses to what was budgeted. Added a few line items for the new fundraisers like NW Nature Shop. With Grandma Aggie’s passing, we’ll need to return individual donations or donate towards a memorial. PTC had not yet made a donation for Grandma Aggie.
  - iii. Dave filed non-profit paperwork for state of Oregon and IRS form.
  - iv. Preparing to submit 1099 paperwork for the year.
  - v. As part of “Big Ask”, Dave has been looking at how we can have a “Donate” button. Square will host a page or paypal will allow their

donate button on any page. Amy reported that District IT person was super-fast about adding a Hike-a-thon link to pledgestar. Dave will follow up on including a paypal donate button on PTC pages.

- vi. Checks from “your cause” Wells Fargo corporate match have been coming in and PTC has been depositing them, but Dave has established that it probably is supposed to be deposited into school account vs PTC based on the tax ID it’s linked to. We may either change name of check to JMS PTC or Rebecca will let Laura know to deposit into school account rather than PTC.
- d. **Principal’s Report (Rebecca).** Biggest thing is looking at playground questions. Specific thing is that bond money can’t be used to create a new playground, can only be used for construction that displaces an existing playground. Rebecca has asked if maintenance is ok with PTC fundraising for a playground and maintenance said yes, it’s fine. There are 3 potential locations: 1 could be a very small structure in one area, other 2 are off the proposed courtyard/outdoor space. Rebecca is now running the liability insurance for district question by the finance director. Wood chips need to be the base. Maintenance would include in their monthly check for things like swings operating ok, etc...Dave is wondering if money can go directly through District so that PTC doesn’t pay direct, which would put PTC outside of liability loop. Hopefully will get some answers in January for where JMOS will be located during remodel.
- e. **Art Focus Sub-Committee Chair’s Report (Pam read Carrie’s email, detailed below).**
  - i. Winter: All is running as scheduled. I just handed out choice sheets today and will start assigning kids to classes once I get them back. Contractors don’t yet have their contracts, but Carrie is working on them over weekend.
  - ii. Spring: I am working on getting Nasser's class some options since they didn't get to participate in breakout sessions this quarter. Possibilities are kite-making and jewelry making so far - volunteer taught. I am looking at a ceramic teacher, a dramatic arts teacher and a jewelry teacher for 6, 7, 8. I'm still fleshing out ideas for putting it all together. I will definitely work within the budget.
  - iii. Upcoming Recommendations: I am going to recommend to the PTC and to Rebecca that she assign an EA to be AF Coordinator next year. I would propose that the PTC and JMOS split the AF Coordinator payment if that seems appropriate. Ideally the AF Coordinator/EA could step in and take a class if the teacher is out sick, etc. The current model of a parent as AF Coordinator is not sustainable.
  - iv. Gabriela can help with jewelry making. Pam suggests putting together a separate art focus meeting in February that is right after school and includes teachers to discuss future of art focus program.
  - v. Pam is interested in having 2 separate meetings in Jan/Feb: one for art focus for next year, and one for overall simplification. It would be good

for it to be a time when teachers could participate. Rebecca will look into dates that might work.

- f. **Fundraising Sub-Committee Chair's Report (Amy)**
  - i. **Oct – May: Hike-a-thon update.** Rolling along. Allie will be there at Winterfaire.
  - ii. **Nov: “Big Ask” giving month update.** About 45 businesses received ask donor letters. They went out the Monday before break so people are probably getting them now. Next year, we may try to ask individuals.
  - iii. **Dec 6, 5-8pm: Outdoor Holiday Market on First Friday, NW Nature Shop.** It's taken on a whole life with Kleen Kanteens, baked goods, soap being sold. Kleen Kanteens will be sold for \$12 for 1, \$20 for 2 with cider. Laurie may ask to be reimbursed about \$50. 8<sup>th</sup> graders bandanas and journals and postcards also being sold. Hal is bringing a pop up.
  - iv. **Dec 10, 5-10pm: Standing Stone Pints for a Purpose.** Standing Stone will donate \$2 for every pint sold.
  - v. **Dec 18: Winterfaire.** PTC is selling tickets, chili. Amy will pick up 20 Louie's cards. Can use kitchen starting at noon. Sage and Joseph will meet tomorrow and determine how space will work. We may get rid of cupcake shuffle.
  - vi. **Raffle.** We'll start soliciting for donations in January so that we avoid being in competition with Siskiyou School.
- g. **Grocery Cash Back Sub-Committee Chair's Report**
  - i. Winter break sales push. Let's make it a more casual push just to let people know that Dave will deliver if anyone wants to email him.
- h. **Portable Pantry-Box Tops Sub-Committee Chair's Report (Amy).** Amy's coop grant this year can only be spent at Coop and it's more expensive than she's paid in the past. With the long winter break, she's wondering if a good use of the coop grant would be to give some gift cards (\$40 or so) to some families to use over winter break. She is getting a lot of food from Food Angels, so she feels there will be enough money left over from coop. She's also wondering if this program has played itself out for next year due to lack of families signing up. People at meeting all agreed that the gift card over winter break is a great idea.
- i. **Governance Sub-Committee Chair's Report** – nothing to report.
- j. **Social and Environmental Justice Sub-Committee Chair's Report**– nothing to report.
- k. **Ashland Schools Foundation Report** – nothing to report.
- l. **Executive Sub-Committee Chair's Report** – remove from agenda for future meetings.

## V. Old Business

- a. Volunteer and Recruitment Update
  - i. Current needs:
    - 1. PTC secretary

2. Art focus committee members and winter elective volunteers
  3. Courtyard volunteers
  4. Grant writers
  5. Facebook Administrator
  6. Restorative Justice
  7. Other?
- b. **Dec 18 Winterfaire** – We talked through a few questions that Pam had, and Pam mentioned Laurie’s feedback about space considerations. We discussed the cupcake shuffle and may ditch that activity. There have been concerns expressed about its roots, but beyond that, it would be nice to have a free activity for families to participate in during the activity timeframe. Potentially there will be a family play-along in the area where cupcake shuffle has traditionally been produced. Sage and Joseph were meeting on Friday to hammer out final details.
- c. **Dec 20 Solstice** – Temple Emek Shalom, all on track as far as we know

## VI. New Business

- a. **Board Recruitment for 2020-21 School Year.** Any board members retiring next year? Dave plans to stay on as treasurer. After 3 years on the board, Pam plans to retire and will announce opening at Winterfaire. Hopefully we can recruit someone to shadow during second half of year. Not sure about Tabbitha. Officer nominations and vote will happen in April.
- b. **Meeting time and location for February.** Rebecca will not be available for next meeting. Was scheduled for Thursday, Feb 6 at 5:30-7pm. Pam to conduct a FB poll to see if there is a different time that people prefer. She has seen that many people are showing up to Fundraising committee meeting directly after pickup and would like to pick a time when more people are able to participate.
- c. **Bylaws. (Dave)** Dave and Pam have recommended some small changes to the bylaws, which haven’t been updated since 2008, to get into compliance as they are legally binding. Wanted to tackle a few small changes first. There may be other larger changes suggested, but they’ll need more discussion. We’ll give to IRS at end of year as “official” bylaws.
- i. **Potential change 1: Include Vice President in Officers?** Members present voted no to the VP change because we don’t know if we’ll always been able to recruit them.
  - ii. **Potential change 2: Regular Meeting Time.** Original bylaws state that the regular meetings will be on the third Tuesday of the month at 3:00. Suggest changing this to be less specific. New language: Regular meetings shall occur monthly during the school year at a time and place determined by the Executive Board at least one month before the meeting. Members present voted yes to change the time section.
  - iii. **Potential change 3: Fiscal year.** Original bylaws state that the fiscal year shall coordinate with the school year, but this is a little too vague for treasurer to know when the dates are. Suggested change that the fiscal year runs from August 1 to July 31 of following year. Pam wondered if

this means that is when handoff to new officers happens in terms of responsibility or is this just for fiscal year and IRS purposed. We discussed that it's just for fiscal year, and Executive Board (current and incoming) can discuss when the handoff officially happens each year. Members present voted yes to change the fiscal year to be more specific.

#### **VII. Comments and Announcements**

- a. Future agenda: art focus next year, playground committee

#### **VIII. Adjournment**

**Next meeting:** No meeting in January due to winter break. Next meeting currently scheduled for Thursday, Feb 6 from 5:30-7pm, but this may change if Pam determines through Facebook poll that there is a better time for more participation.

## Income/Expense by Category

8/1/2019 through 11/30/2019

12/3/2019

Page 1

| Category                           | 8/1/2019-<br>8/31/2019 | 9/1/2019-<br>9/30/2019 | 10/1/2019-<br>10/31/2019 | 11/1/2019-<br>11/30/2019 | OVERALL<br>TOTAL |
|------------------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------|
| <b>INCOME</b>                      |                        |                        |                          |                          |                  |
| Donations                          | 60.48                  | 140.00                 | 0.00                     | 330.00                   | 530.48           |
| Grants Income                      | 1,000.00               | 0.00                   | 0.00                     | 0.00                     | 1,000.00         |
| Hike-A-Thon Income                 | 0.00                   | 104.00                 | 90.00                    | 2,355.00                 | 2,549.00         |
| Interest Income                    | 1.55                   | 1.50                   | 1.55                     | 1.50                     | 6.10             |
| Online Rewards Income              |                        |                        |                          |                          |                  |
| Amazon Smile                       | 103.04                 | 0.00                   | 0.00                     | 99.36                    | 202.40           |
| e-Scrip                            | 4.66                   | 5.22                   | 14.96                    | 7.67                     | 32.51            |
| Fred Meyers Rewards                | 0.00                   | 26.46                  | 0.00                     | 0.00                     | 26.46            |
| TOTAL Online Rewards Income        | 107.70                 | 31.68                  | 14.96                    | 107.03                   | 261.37           |
| Scrip Income                       | 50.00                  | 203.50                 | 313.50                   | 317.50                   | 884.50           |
| Student Pantry Program Income      |                        |                        |                          |                          |                  |
| SPP Grant                          | 0.00                   | 0.00                   | 100.00                   | 0.00                     | 100.00           |
| TOTAL Student Pantry Program In... | 0.00                   | 0.00                   | 100.00                   | 0.00                     | 100.00           |
| <b>TOTAL INCOME</b>                | <b>1,219.73</b>        | <b>480.68</b>          | <b>520.01</b>            | <b>3,111.03</b>          | <b>5,331.45</b>  |
| <b>EXPENSES</b>                    |                        |                        |                          |                          |                  |
| Art Focus Fall                     |                        |                        |                          |                          |                  |
| AF Fall Instructors                | 0.00                   | 0.00                   | 0.00                     | 120.00                   | 120.00           |
| AF Fall Materials                  | 0.00                   | 0.00                   | 49.68                    | 143.78                   | 193.46           |
| TOTAL Art Focus Fall               | 0.00                   | 0.00                   | 49.68                    | 263.78                   | 313.46           |
| Big Ask November Expense           | 0.00                   | 0.00                   | 0.00                     | 20.31                    | 20.31            |
| Courtyard                          | 0.00                   | 0.00                   | 9.35                     | 0.00                     | 9.35             |
| Credit Card Fees                   |                        |                        |                          |                          |                  |
| Scrip CC Fee                       | 0.00                   | 44.01                  | 59.13                    | 47.20                    | 150.34           |
| TOTAL Credit Card Fees             | 0.00                   | 44.01                  | 59.13                    | 47.20                    | 150.34           |
| Hike-A-Thon Expense                |                        |                        |                          |                          |                  |
| Paypal Hikeathon                   | 0.00                   | 3.91                   | 2.91                     | 58.33                    | 65.15            |
| TOTAL Hike-A-Thon Expense          | 0.00                   | 3.91                   | 2.91                     | 58.33                    | 65.15            |
| Lithia Park Fees                   | 0.00                   | 1,190.00               | 0.00                     | 0.00                     | 1,190.00         |
| OBOB                               | 0.00                   | 0.00                   | 220.00                   | 0.00                     | 220.00           |
| Outdoor Education                  |                        |                        |                          |                          |                  |
| Lithia Park Naturalist K-3         | 0.00                   | 0.00                   | 0.00                     | 210.00                   | 210.00           |
| TOTAL Outdoor Education            | 0.00                   | 0.00                   | 0.00                     | 210.00                   | 210.00           |
| Principal Discretionary Funds      | 0.00                   | 66.09                  | 0.00                     | 0.00                     | 66.09            |
| PTC Admin Expenses                 |                        |                        |                          |                          |                  |
| Bank Fees                          | 5.00                   | -5.00                  | 0.00                     | 0.00                     | 0.00             |
| Government Fees                    | 0.00                   | 0.00                   | 0.00                     | 50.00                    | 50.00            |
| PTC Insurance                      | 475.00                 | 0.00                   | 0.00                     | 0.00                     | 475.00           |
| TOTAL PTC Admin Expenses           | 480.00                 | -5.00                  | 0.00                     | 50.00                    | 525.00           |
| PTC Events                         |                        |                        |                          |                          |                  |
| PTC Event Childcare                | 0.00                   | 0.00                   | 0.00                     | 50.00                    | 50.00            |
| PTC Event Materials                | 0.00                   | 0.00                   | 140.80                   | 0.00                     | 140.80           |
| TOTAL PTC Events                   | 0.00                   | 0.00                   | 140.80                   | 50.00                    | 190.80           |
| School Promo Gear                  |                        |                        |                          |                          |                  |
| Graduation                         | 0.00                   | 0.00                   | 0.00                     | 55.40                    | 55.40            |
| TOTAL School Promo Gear            | 0.00                   | 0.00                   | 0.00                     | 55.40                    | 55.40            |
| Student Pantry Program Expense     | 0.00                   | 0.00                   | 38.81                    | 51.17                    | 89.98            |
| Venue Rental                       | 0.00                   | 0.00                   | 0.00                     | 290.00                   | 290.00           |
| Visiting Artists                   | 0.00                   | 225.00                 | 0.00                     | 0.00                     | 225.00           |
| Winter Faire Expenses              |                        |                        |                          |                          |                  |
| WF Materials                       | 0.00                   | 0.00                   | 0.00                     | 25.00                    | 25.00            |
| TOTAL Winter Faire Expenses        | 0.00                   | 0.00                   | 0.00                     | 25.00                    | 25.00            |
| Yearbook Expense                   | 0.00                   | 0.00                   | 1,159.50                 | 0.00                     | 1,159.50         |
| <b>TOTAL EXPENSES</b>              | <b>480.00</b>          | <b>1,524.01</b>        | <b>1,680.18</b>          | <b>1,121.19</b>          | <b>4,805.38</b>  |
| <b>OVERALL TOTAL</b>               | <b>739.73</b>          | <b>-1,043.33</b>       | <b>-1,160.17</b>         | <b>1,989.84</b>          | <b>526.07</b>    |

## Balance Sheet - As of 11/30/2019

| Account                                | 11/30/2019<br>Balance |
|--|-----------------------|
| <b>ASSETS</b>                          |                       |
| <b>Cash and Bank Accounts</b>          |                       |
| CC Sweep                               | 1,752.80              |
| Checking                               | 12,755.79             |
| PayPal Account jmsptctreasurer@g...    | 1,986.67              |
| Savings                                | 29,191.72             |
| Savings Owners Account                 | 92.07                 |
| <b>TOTAL Cash and Bank Accounts</b>    | <b>45,779.05</b>      |
| <b>Other Assets</b>                    |                       |
| Gift Cards Inventory                   | 700.00                |
| Laptop and Software                    | 537.48                |
| Scrip Deferred Earnings                | -51.50                |
| Scrip Inventory                        | 1,030.00              |
| <b>TOTAL Other Assets</b>              | <b>2,215.98</b>       |
| <b>TOTAL ASSETS</b>                    | <b>47,995.03</b>      |
| <b>LIABILITIES</b>                     |                       |
| <b>Other Liabilities</b>               |                       |
| Outdoor Ed Restricted Funds            | 790.00                |
| Restorative Justice Restricted Funds   | 405.51                |
| Student Pantry Program Restricted F... | 1,579.06              |
| <b>TOTAL Other Liabilities</b>         | <b>2,774.57</b>       |
| <b>TOTAL LIABILITIES</b>               | <b>2,774.57</b>       |
| <b>OVERALL TOTAL</b>                   | <b>45,220.46</b>      |

FY20 Budget - Current Year  
8/1/2019 through 7/31/2020 Using PTC Budget

12/3/2019

Page 1

| Category                               | Actual       | 2020<br>Budget | Difference     |
|--|--------------|----------------|----------------|
| <b>INCOME</b>                          | <b>5,325</b> | <b>29,400</b>  | <b>-24,075</b> |
| Donations                              | <b>530</b>   | <b>1,000</b>   | <b>-469</b>    |
| Big Ask November Income                | 0            | 0              | 0              |
| Grants Income                          | 1,000        | 3,000          | -2,000         |
| Hike-A-Thon Income                     | 2,549        | 8,600          | -6,051         |
| Northwest Nature Shop Sale Income      | 0            | 0              | 0              |
| Online Rewards Income                  | <b>261</b>   | <b>750</b>     | <b>-489</b>    |
| Amazon Smile                           | 202          | 600            | -398           |
| e-Scrip                                | 33           | 100            | -67            |
| Fred Meyers Rewards                    | 26           | 50             | -24            |
| Paint & Sip Income                     | 0            | 300            | -300           |
| Raffle Income                          | 0            | 8,000          | -8,000         |
| Restaurant Fundraisers                 | <b>0</b>     | <b>750</b>     | <b>-750</b>    |
| Martolli's Pizza 1 Income              | 0            | 750            | -750           |
| Martolli's Pizza 2 Income              | 0            | 0              | 0              |
| Standing Stone Pints for Purpose       | 0            | 0              | 0              |
| Restorative Justice Income             | 0            | 0              | 0              |
| Scrip Income                           | 885          | 2,000          | -1,116         |
| Student Pantry Program Income          | <b>100</b>   | <b>1,800</b>   | <b>-1,700</b>  |
| Box Tops                               | 0            | 40             | -40            |
| SPP Grant                              | 100          | 700            | -600           |
| SPP Reserve Transfer                   | 0            | 1,060          | -1,060         |
| Transfer from Savings                  | 0            | 550            | -550           |
| Winter Faire Income                    | 0            | 1,300          | -1,300         |
| Yearbook Income                        | 0            | 1,350          | -1,350         |
| <b>EXPENSES</b>                        | <b>4,805</b> | <b>29,400</b>  | <b>24,595</b>  |
| Art Focus Fall                         | <b>313</b>   | <b>3,600</b>   | <b>3,287</b>   |
| AF Fall Instructors                    | 120          | 3,280          | 3,160          |
| AF Fall Materials                      | 193          | 320            | 127            |
| Art Focus Program Coordinator          | 0            | 1,000          | 1,000          |
| Art Focus Spring                       | <b>0</b>     | <b>2,735</b>   | <b>2,735</b>   |
| AF Spring Instructors                  | 0            | 2,455          | 2,455          |
| AF Spring Materials                    | 0            | 280            | 280            |
| Art Focus Winter                       | <b>0</b>     | <b>1,520</b>   | <b>1,520</b>   |
| AF Winter 4-8 Instructors              | 0            | 0              | 0              |
| AF Winter K-3 Instructors              | 0            | 660            | 660            |
| AF Winter Materials                    | 0            | 860            | 860            |
| Big Ask November Expense               | 20           | 0              | -20            |
| Classified & Certified Staff Gratitude | 0            | 220            | 220            |
| Courtyard                              | 9            | 100            | 91             |
| Credit Card Fees                       | <b>150</b>   | <b>605</b>     | <b>455</b>     |
| Scrip CC Fee                           | 150          | 605            | 455            |
| Earthteach Fees                        | 0            | 500            | 500            |
| Hike-A-Thon Expense                    | <b>65</b>    | <b>775</b>     | <b>710</b>     |
| Paypal Hikeathon                       | 65           | 175            | 110            |
| Pledgestar                             | 0            | 600            | 600            |
| Library                                | 0            | 300            | 300            |
| Lithia Park Fees                       | 1,190        | 1,190          | 0              |
| Music Program                          | <b>0</b>     | <b>2,888</b>   | <b>2,888</b>   |
| Music Instructor                       | 0            | 2,688          | 2,688          |
| Music Supplies Repairs                 | 0            | 200            | 200            |
| Northwest Nature Shop Sale Expense     | 0            | 0              | 0              |



FY20 Budget - Current Year  
8/1/2019 through 7/31/2020 Using PTC Budget

12/3/2019

Page 2

| Category                             | Actual     | 2020<br>Budget | Difference   |
|--------------------------------------|------------|----------------|--------------|
| OBOB                                 | 220        | 500            | 280          |
| Outdoor Education                    | <b>210</b> | <b>1,950</b>   | <b>1,740</b> |
| Lithia Park Naturalist K-3           | 210        | 1,000          | 790          |
| Outdoor Ed Supplies Equipment        | 0          | 600            | 600          |
| Travel Reimbursement for OE Volun... | 0          | 350            | 350          |
| Outdoor Education Coordinator        | <b>0</b>   | <b>2,227</b>   | <b>2,227</b> |
| OE Gear Maintenance                  | 0          | 1,744          | 1,744        |
| OE Trip Scout Mileage                | 0          | 145            | 145          |
| OE Trip Scouting                     | 0          | 338            | 338          |
| Principal Discretionary Funds        | 66         | 200            | 134          |
| PTC Admin Expenses                   | <b>525</b> | <b>690</b>     | <b>165</b>   |
| Accounting & Tax Prep                | 0          | 100            | 100          |
| Government Fees                      | 50         | 90             | 40           |
| PTC Insurance                        | 475        | 475            | -0           |
| PTC Supplies                         | 0          | 25             | 25           |
| PTC Events                           | <b>191</b> | <b>750</b>     | <b>559</b>   |
| PTC Event Childcare                  | 50         | 350            | 300          |
| PTC Event Materials                  | 141        | 400            | 259          |
| Raffle Event Expenses                | 0          | 1,500          | 1,500        |
| Scholarships                         | 0          | 1,000          | 1,000        |
| School Promo Gear                    | <b>55</b>  | <b>630</b>     | <b>575</b>   |
| Graduation                           | 55         | 525            | 470          |
| Kindergarten T-shirts                | 0          | 105            | 105          |
| Student Pantry Program Expense       | 90         | 1,800          | 1,710        |
| Teacher Classroom Fund               | 0          | 600            | 600          |
| Venue Rental                         | <b>290</b> | <b>250</b>     | <b>-40</b>   |
| Visiting Artists                     | 225        | 0              | -225         |
| Winter Faire Expenses                | <b>25</b>  | <b>725</b>     | <b>700</b>   |
| WF Food                              | 0          | 600            | 600          |
| WF Gift Cards                        | 0          | 0              | 0            |
| WF Materials                         | 25         | 125            | 100          |
| Yearbook Expense                     | 1,160      | 1,145          | -14          |
| <b>Net Difference:</b>               | <b>520</b> | <b>0</b>       | <b>520</b>   |

# JMOS PTC FY20 BUDGET NOTES AND VARIANCE EXPLANATION

## NOVEMBER 2019 PTC MEETING

### TREASURER REPORT

#### Income/Expense Statement Review

\$250 donation for candy buy back

Did not see increase in Scrip sales for fall break push

Received invoices from dance teachers and AE Coordinator. Who else?

Received invoices from OE Lithia Naturalist

Renewed non-profit status with OR and IRS

Spent money on 8<sup>th</sup> grade flag under graduation budget

Paid for Solstice venue. \$140 cost, \$150 refundable deposit

Mailed \$500 check to Earthteach

8<sup>th</sup> grade used Winterfaire funds

No invoice or contract from OE Coordinator

#### Balance Sheet

Increase in cash of \$1,990

#### Budget

Added new categories to show actual spending for new fund raising activities.

#### Other

Asked district website manager if we can add a Donate Now button to PTC page to facilitate donations from Big Ask. Can be done with Paypal.

Square will host our own 'store' page. URL is not friendly.

Grandma Aggie died. Requested funds not needed.

## OCTOBER 2019 PTC MEETING

### DECISIONS

#### Northwest Nature Shop First Friday Sale

Northwest Nature shop offered JMOS a table at the 12/6 First Friday event to sell things and raise funds. The fundraising committee accepted. The idea is to buy John Muir themed mugs and sell them along with hot chocolate and baked goods.

Numbers:

\$1,000 goal for gross sales

\$550 expense budget

#### Big Ask Fundraising in November

Fundraising committee requested funds to cover mailing costs; envelopes and postage.

Numbers:

\$60 expense budget

#### Winter Art Focus

Art Focus committee requested that PTC reinstate the stipend paid to the elective teachers. There were not enough elective teachers. The plan is to hire a contractor to teach a class for the 4/5 grades.

Numbers:

\$400 stipend expense for 4 of 5 elective teachers

\$480 expense for 4/5 art teacher contractor

\$120 expense reduction for k/1 & 2/3 art teacher contractors since only 8 days. Budgeted for 10.

\$160 expense reduction for materials. Budgeted \$860 (\$100 for each of the 7 electives and \$80 for each of the lower grades). Now only 4 electives at \$100 each. Making \$100 available for each of the 3 lower grades. Total expected expense is \$700.

#### **Visiting Artists**

Jim and Marcia requested funds to bring in a guest speaker related to the unit study: Grandma Aggie. The cost is \$350. Donations were requested from the parents. PTC offered to pay up to \$175.

Numbers:

\$175 expense for the speaker fee

#### **Winter Art Focus K-3**

The 2 dance teachers quit after 4 weeks. Sage has stepped in to teach. She alternates weeks between the 2 classrooms.

Numbers:

\$210 expense reduction for paying 1 teacher instead of 2.

#### **Net Change**

Income = +\$1,000

Expense = +\$1,175