

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

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PTC MEETING MINUTES

April 2, 2020

Time: 5:00 p.m.

Location: By zoom call

<https://zoom.us/j/7466475318>

Meeting ID: 746 647 5318

Attendees: Pam Kuhn, Rebecca Gyarmathy, Sage Meadows, JoEllen Meyeroff, Alan, Greg Covey (landscape architect), Jane, Christopher (architect firm), Riley Qualley, Andy Bonesz, Laurie Green, Dave Luczynski, Jenny Johnson, Alan Pardee

Tabbitha Bruce,

- I. Call to Order (Pam Kuhn) – not done**
- II. Approval of the Agenda – not done**
- III. Approval of the March 9, 2020 Minutes – not done**

IV. New Business

- a. Landscape Architect for new school building:** Q&A with PTC about irrigation in new courtyard space (Christopher and Greg Covey). Greg Covey is landscape architect on the team. From parking lot to building. We do traditional planting and irrigation, and, in this case, we’re also interested in sidewalks, ramps, accessible walkway, and other elements. Greg walked us through the landscape plans including a “Wishbone pathway” that goes around to the east of the campus, buses, entries/exits, and ADA ramps. Greg and his team are currently designating the plantings that will go in there. The southern band at entry point could really be a feature space that is what the courtyard is to you now. Demolition this summer. Mature trees will stay.
- b.** Not looking for species-specific plantings, we’re looking to provide infrastructure and irrigation to support JMOS to use the space as we see fit. District is looking for JMOS to commit to taking over the garden space. They also need to understand which areas JMOS is willing to commit to take ownership over. The maintenance department needs to understand this because they will not be providing maintenance in the areas that we commit to taking over. The landscaped areas to the east and west of entry are 3xs larger than current courtyard for the south side entry corridor (the “food forest” area) so we really need to be careful about what we take on and tell the District we will commit to taking over.

- c. JoEllen wants to have natural habitat, but also needs some trail or open spaces for the little kids to be able to run. She likes the idea of active play in the courtyard area. The kids like to play with all the elements, but they also need to be able to run because it is hard to always be telling kids that they can't run. There needs to be a barrier to parking lot. Imaginary play and running and a boundary and set up in a way that takes less commitment to maintain. Also probably some deer fencing if there is food because the area is not protected from animals that will eat the food.
- d. Architects are delivering a new water system/irrigation main line to the space. Our intention is to provide some ball valves or connections (and electrical) from main line to lead to the system that JMOS wants to maintain. Also need to be cognizant of extensive root system for existing trees, which will impact irrigation design. Teachers do really like the berm space for privacy and presentation purposes. Also need to think through the time, willingness, skill set, and budget for parents to put something together.
- e. JoEllen noted that some of the upkeep issues are related to knowing we don't want to maintain because a new campus is being built. For example, there's currently a leak in the pond and there's stuff growing in it and it doesn't make sense to fix it, but we want to be set up for success to easily take care of it. Even the classes themselves will have the energy and opportunity to help caretake the space.
- f. Alan: I really consider the west courtyard space superior in terms of underpinning imaginative play - those huge trees are special. It's mostly shaded as well.
- g. Pointed out 2 potential nature playground space. Either behind the berm in the existing volleyball court (and the sand already there could be a resource) or in the climbing wall/electrical building area.
- h. Pam commented that it would be really important to understand what the teachers want. Rebecca will also add this as an agenda item to teacher meeting.
- i. Next step is for JMOS community to send feedback by April 15, April 20 at latest, to help architect's design. The best format to send feedback is in email and written format, how JMOS would like to use this space. We would like a list of plants that you like that help fulfil your overall vision (ie, is this a space where we talk about Oregon natives? Is it drought and deer tolerant? Is it food and edibles?) Is there a desire to have a cobb structure again? How do you envision the play area functioning and where do you see it connecting to the courtyard area. We can provide vision stuff to them to help them understand our thoughts.
- j. Pam will prepare a document and list of questions from this phone call to provide to PTC and will forward comments to Rebecca.

V. Principal Report (Rebecca Gyarmathy):

- i. Supplemental learning during COVID-19 school closure. Most likely this is the whole year. Please reassure people that we're doing the best we can, it's a big learning curve for both teachers/staff as well as for the parents.

Not all families are participating yet and we can't move forward 100% until all the families are participating so we need to start really slow. Please be patient with the teachers, with other parents. They will assign families to EAs, we are looking at how to remove barriers for families. Most likely school will not continue into the summer.

VI. PTC President's Report

- i. Return raffle tickets and funds: If you haven't already returned to JMOS in front office, please contact Laurie Green ASAP at laurie_green@rocketmail.com to mail or schedule a pickup. 690 Reiten Drive, Ashland, OR 97520. Date of raffle drawing TBD depending when we have received all tickets back. Firm deadline of Monday, April 6 and online drawing on Friday, April 10.
- ii. April 13, 3-4:30pm: PTC priorities meeting via zoom
- iii. Yearbook update
- iv. Need to order anything now for graduation?

b. Treasurer's Report

- i. Projection for year: Due to lack of expenses in spring, we look to have a \$3000 surplus for the year.

VII. Adjournment

Next meetings:

- PTC Priorities meeting: April 13 from 3-4:30pm (zoom meeting invite to follow)
- Regular PTC meeting: Thursday, May 7 from 5-6:30pm (likely via zoom)

Rough Renderings of new JMOS campus
Screenshots from 4/2/20 flyover



Reception Area



"Ready room" and gear storage



Multipurpose room



Music room

Rough Renderings of new JMOS campus
Screenshots from 4/2/20 flyover



JMOS-only bus ramp and parking lot on south end of campus
(currently the upper parking lot)



Aerial view in between JMOS (on left) and AMS (on right)



Entry gathering space from parking lot with entry via stairs or accessible ramp



Entry gathering space from parking lot with entry via stairs or accessible ramp

Rough Renderings of new JMOS campus
Screenshots from 4/2/20 flyover



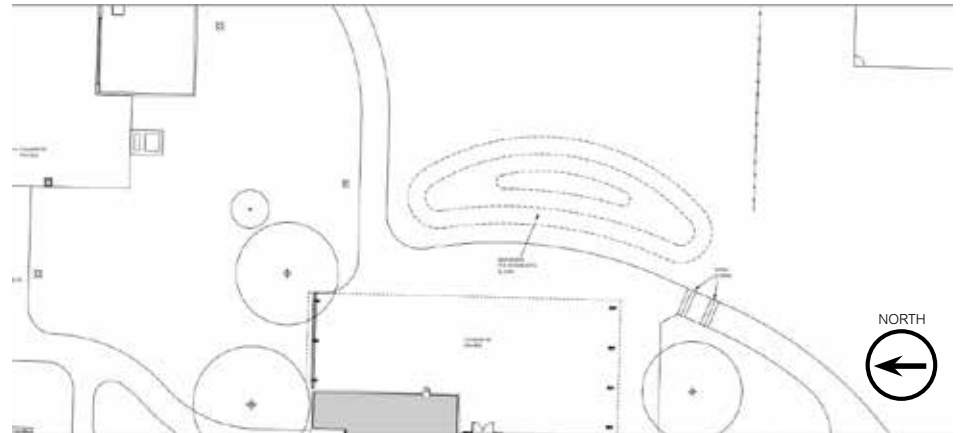
Covered gathering area at back of building



Aerial view from behind building. Idea is to have a built up berm gathering area behind the covered space at back of building



Covered gathering area at back of building



4/2/20 Plan view of berm area that ties into existing slope

Rough Renderings of new JMOS campus
Screenshots from 4/2/20 flyover



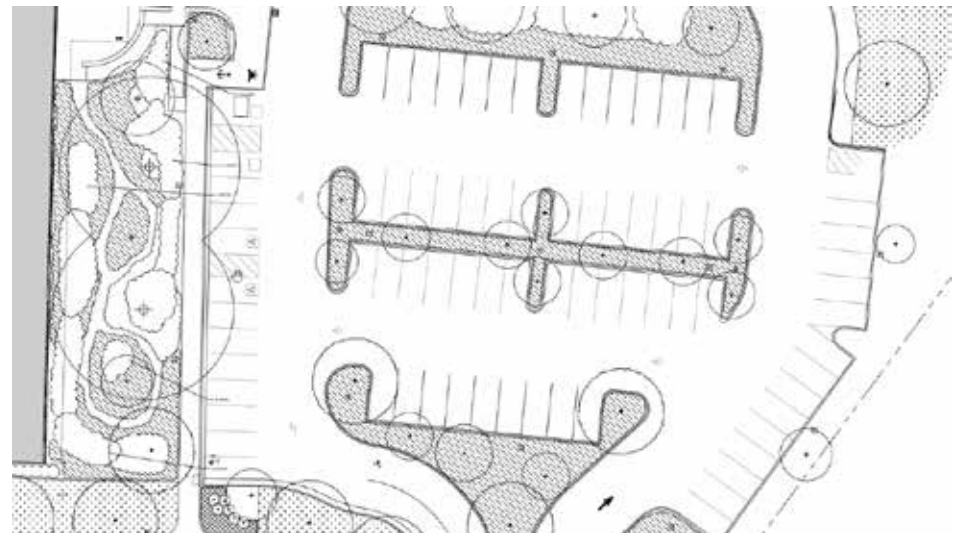
More focused view of entry into new JMOS campus



4/2/20 Rough plan view of landscaped area to the east of entry



Landscaped area to south of the entry -- potential to be the new JMOS courtyard space (just north of the upper parking lot)



4/2/20 Rough plan view of landscaped area to the west of entry -- could include curved pathways

PTC calendar for rest of year

April:

April 2: PTC meeting via zoom

April 13, 3-4:30pm: PTC priorities meeting via zoom

April 13: Yearbook file goes to printer

Recruit board members

Let subcommittees know to submit budgets for May 7 meeting

May:

May 4-8: Certified (Teacher) Appreciation Week

May 7: PTC meeting, vote in new board members, likely via zoom

May 12, 3-4:30pm: PTC budget meeting, likely via zoom

May 15: Form 990 due

Hike-a-thon ends

June:

June 4: Graduation 5:30-7:30

June 5: last day of school – hand out yearbooks? Or JMOS school pickup/mail to students

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

3/30/2020

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Category	Actual	2020 Budget	Difference
INCOME	17,738	29,400	-11,662
Donations	1,840	1,000	841
Big Ask November Income	300	0	300
Grants Income	2,660	3,000	-340
Hike-A-Thon Income	4,084	8,600	-4,516
Northwest Nature Shop Sale Income	1,033	0	1,033
Online Rewards Income	420	750	-330
Amazon Smile	308	600	-292
e-Scrip	63	100	-37
Fred Meyers Rewards	49	50	-1
Paint & Sip Income	0	300	-300
Raffle Income	2,396	8,000	-5,604
Restaurant Fundraisers	1,179	750	429
Martolli's Pizza 1 Income	913	750	163
Martolli's Pizza 2 Income	0	0	0
Standing Stone Pints for Purpose	266	0	266
Restorative Justice Income	0	0	0
Scrip Income	1,648	2,000	-352
Student Pantry Program Income	159	1,800	-1,641
Box Tops	59	40	19
SPP Grant	100	700	-600
SPP Reserve Transfer	0	1,060	-1,060
Transfer from Savings	0	550	-550
Winter Faire Income	2,319	1,300	1,019
Yearbook Income	0	1,350	-1,350
EXPENSES	15,427	27,900	12,473
Art Focus Fall	3,164	3,600	436
AF Fall Instructors	2,805	3,280	475
AF Fall Materials	359	320	-39
Art Focus Program Coordinator	670	1,000	330
Art Focus Spring	0	2,735	2,735
AF Spring Instructors	0	2,455	2,455
AF Spring Materials	0	280	280
Art Focus Winter	1,323	1,520	197
AF Winter 4-8 Instructors	400	0	-400
AF Winter K-3 Instructors	390	660	270
AF Winter Materials	533	860	327
Big Ask November Expense	29	0	-29
Classified & Certified Staff Gratitude	0	220	220
Courtyard	9	100	91
Credit Card Fees	398	605	207
Scrip CC Fee	373	605	232
Earthteach Fees	0	500	500
Hike-A-Thon Expense	95	775	680
Paypal Hikeathon	95	175	80
Pledgestar	0	600	600
Library	0	300	300
Lithia Park Fees	1,190	1,190	0
Music Program	744	2,888	2,144

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

3/30/2020

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Category	Actual	2020 Budget	Difference
Music Instructor	744	2,688	1,944
Music Supplies Repairs	0	200	200
Northwest Nature Shop Sale Expense	550	0	-550
OBOB	435	500	65
Outdoor Education	828	1,950	1,122
Lithia Park Naturalist K-3	449	1,000	551
Outdoor Ed Supplies Equipment	379	600	221
Travel Reimbursement for OE Volunt...	0	350	350
Outdoor Education Coordinator	1,100	2,227	1,127
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	574	690	116
Accounting & Tax Prep	27	100	73
Government Fees	50	90	40
PTC Insurance	475	475	-0
PTC Supplies	22	25	3
PTC Events	312	750	438
PTC Event Childcare	100	350	250
PTC Event Materials	212	400	188
Raffle Event Expenses	106	1,500	1,394
Scholarships	1,000	1,000	-0
School Promo Gear	55	630	575
Graduation	55	525	470
Kindergarten T-shirts	0	105	105
Student Pantry Program Expense	542	1,800	1,258
Teacher Classroom Fund	0	600	600
Venue Rental	290	250	-40
Visiting Artists	325	0	-325
Winter Faire Expenses	461	725	264
WF Food	236	600	364
WF Gift Cards	200	0	-200
WF Materials	25	125	100
Yearbook Expense	1,160	1,145	-14
Net Difference:	2,311	1,500	811

Income/Expense by Category - Current Year

8/1/2019 through 7/31/2020

3/30/2020

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Category	8/1/2019- 8/31/2019	9/1/2019- 9/30/2019	10/1/2019- 10/31/2019	11/1/2019- 11/30/2019	12/1/2019- 12/31/2019	1/1/2020- 1/31/2020	2/1/2020- 2/29/2020	3/1/2020- 3/31/2020	4/1/2020- 4/30/2020	5/1/2020- 5/31/2020	6/1/2020- 6/30/2020	7/1/2020- 7/31/2020	OVERALL TOTAL
OBOB	0.00	0.00	220.00	0.00	0.00	0.00	190.41	24.98	0.00	0.00	0.00	0.00	435.39
Outdoor Education													
Lithia Park Naturalist K-3	0.00	0.00	0.00	210.00	238.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	448.51
Outdoor Ed Supplies Equipment	0.00	0.00	0.00	0.00	0.00	0.00	379.00	0.00	0.00	0.00	0.00	0.00	379.00
TOTAL Outdoor Education	0.00	0.00	0.00	210.00	238.51	0.00	379.00	0.00	0.00	0.00	0.00	0.00	827.51
Outdoor Education Coordinator	0.00	0.00	0.00	0.00	0.00	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00	1,100.00
Principal Discretionary Funds	0.00	66.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.09
PTC Admin Expenses													
Accounting & Tax Prep	0.00	0.00	0.00	0.00	0.00	26.96	0.00	0.00	0.00	0.00	0.00	0.00	26.96
Bank Fees	5.00	-5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Government Fees	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
PTC Insurance	475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	475.00
PTC Supplies	0.00	0.00	0.00	0.00	0.00	22.10	0.00	0.00	0.00	0.00	0.00	0.00	22.10
TOTAL PTC Admin Expenses	480.00	-5.00	0.00	50.00	0.00	49.06	0.00	0.00	0.00	0.00	0.00	0.00	574.06
PTC Events													
PTC Event Childcare	0.00	0.00	0.00	50.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	100.00
PTC Event Materials	0.00	0.00	140.80	0.00	0.00	0.00	71.24	0.00	0.00	0.00	0.00	0.00	212.04
TOTAL PTC Events	0.00	0.00	140.80	50.00	25.00	0.00	96.24	0.00	0.00	0.00	0.00	0.00	312.04
Raffle Event Expenses	0.00	0.00	0.00	0.00	0.00	0.00	39.98	65.98	0.00	0.00	0.00	0.00	105.96
Raffle CC Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.88	0.00	0.00	0.00	0.00	4.88
TOTAL Raffle Event Expenses	0.00	0.00	0.00	0.00	0.00	0.00	39.98	70.86	0.00	0.00	0.00	0.00	110.84
Scholarships	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
School Promo Gear													
Graduation	0.00	0.00	0.00	55.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.40
TOTAL School Promo Gear	0.00	0.00	0.00	55.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.40
Student Pantry Program Expense	0.00	0.00	38.81	72.52	204.39	54.61	171.62	0.00	0.00	0.00	0.00	0.00	541.95
Venue Rental	0.00	0.00	0.00	290.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	290.00
Visiting Artists	0.00	225.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	325.00
Winter Faire Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WF Food	0.00	0.00	0.00	0.00	236.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	236.48
WF Gift Cards	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
WF Materials	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
TOTAL Winter Faire Expenses	0.00	0.00	0.00	25.00	436.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	461.48
Yearbook Expense	0.00	0.00	1,159.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,159.50
TOTAL EXPENSES	480.00	1,524.01	1,680.18	1,142.54	4,988.12	3,251.62	1,656.48	708.96	0.00	0.00	0.00	0.00	15,431.91
OVERALL TOTAL	739.73	-1,043.33	-1,160.17	1,968.49	428.17	-1,539.26	-865.94	3,789.06	0.00	0.00	0.00	0.00	2,316.75

Balance Sheet - As of 3/29/2020

Account	3/29/2020 Balance
ASSETS	
Cash and Bank Accounts	
CC Sweep	1,244.92
Checking	12,071.85
PayPal Account jmsptctreasurer@g...	293.10
PayPal Account johnmuirschoolptc@...	0.00
Savings	29,195.36
Savings Owners Account	92.98
TOTAL Cash and Bank Accounts	42,898.21
Other Assets	
Gift Cards Inventory	878.02
Laptop and Software	537.48
Scrip Deferred Earnings	-288.00
Scrip Inventory	5,760.00
TOTAL Other Assets	6,887.50
TOTAL ASSETS	49,785.71
LIABILITIES	
Other Liabilities	
Outdoor Ed Restricted Funds	2,211.49
Restorative Justice Restricted Funds	405.51
Student Pantry Program Restricted F...	1,466.54
TOTAL Other Liabilities	4,083.54
TOTAL LIABILITIES	4,083.54
OVERALL TOTAL	45,702.17