SCARLETT MIDDLE SCHOOL PTSO

Meeting Minutes
October 6, 2025 – 6:30 pm to 7:30 pm

Our Mission: To facilitate close cooperation among parents, teachers, and students in order to raise funds for a variety of enrichment opportunities and foster a strong learning community!

Welcome and Introductions

- Attending: Gerald Vasquez (Principal), Sam Quinn, Ryan Quinn, Vicki Engling, Kelly Pfeifer (President), Meyisaw Gebreysus, Tim Vaduva, Ashley Vaduva, Leslie Trahan, Ryland Trahan, Sarah Anton, Kristen Ochomogo, Ian Ochomago (student), Ashley Tellez (recording secretary), Lisa Walkenbach, Raquel Parker (PTOC rep)

  Mention of reaching out to other elementary schools to recruit future PTSO members.

Student Council Updates: Not present

Principal Report–Gerald Vasquez

- NWEA completed testing last week
- Midway through first trimester
- Teacher requests for field trips are being submitted. Art and theater teachers specifically have requests pending.
- The principal expresses pride in teacher/staff and student response to the lock down that occurred Friday September 26th. Debriefed with students on the subsequent school day. PTSO sent treats to teacher and staff in gratitude which was appreciated

Approval of September Minutes

Kelly opens for minutes from the September general meeting and executive board meeting to be approved. Motion passed to approve minutes.

President's Report - Kelly Pfeifer

- **Pending filled positions:**
  - Nominations for Sarah Anton to return as second treasurer and for Vicki Engling to return as corresponding secretary
  1) Sarah and Vicki voted in by executive board members present.
- **Open positions:**
  1) Fundraising Chair position is still vacant. Seeking someone to reimagine fundraising.

Discussion about fundraising:

- Hoping to raise $15,000. Raised $20,000 last year but lost a large portion as

payment to the online fundraising vendor.
- Historically, carnivals did not make much money. The Student Council still does Family Fun Night which fills the need for community building but is not a large money maker.
- Never done lock-ins due to liability issues.
- Considering what other schools do: selling of wine, books, magazines with vendors
- Smaller events throughout the year: maybe work with the Student Council to broaden events like Family Fun Night which typically bring in 200-350 families out of 700 student population.
- Would need to commit to the previous online fundraiser vendor by January.

Treasurer's Report & Budgeting - Kelly

- In good shape financially. The goal is to spend down some of the surplus funds.
- Discussion of utilizing CD for surplus to increase interest earnings.
- Income: $6,000 brought in over summer from 8th grade event ticket sales. Taylor Corp checks received. PTO thrift shop $8,200.
- Expense: Paid invoice for last year's yearbooks, Student Council reimbursement, insurance fees, and state non-profit status fee, coffee and donuts for school staff, district athletic funds. Expense for yearbooks is null as students pay for yearbooks. Only about 20 extra are ordered each year.
- Principal Vasquez: Recent donation from a former Scarlett family of $15,000. Discussion of ways to express gratitude. Per Principle Vasquez, a previous donation was unused for many years before decided to utilize funds for sports equipment per former student's interest. May do something similar with this new donation.
- Discussion turned to field trips. Per Principal Vasquez, the goal is for at least one field trip per class. Have attended UMS events in the past but UMS may not be a good match for large groups (entire school). Opportunities for field trips vary per grade and subject. Acknowledging that field trips are extra work for teachers. Transportation remains the most difficult planning component of field trips. Mention of offering opportunities for parents to donate toward individual field trips.

PTOC–Raquel Parker

- No PTOC meeting yet, no updates yet.
- Event for field trip ideas

No update on Spirit Wear this meeting.

Open Discussion

- Fundraising ideas
    - Sledding events on campus and selling hot coco.
    - Collaborative event with neighboring Mitchell Elementary
    - Play or open mic night
    - Fun run

    - Sporting events or prep rallies, but there is an issue with capacity. In the past, has had to limit student spectators to make room for cheerleaders and families at sporting events.
- School building updates
    - The divider for the auditorium is broken, when closed holds 198, when open 400+ folding chairs
    - Scarlett is on schedule for improvements but no structural changes. New flooring and painting are ongoing. Bathrooms are still being updated. Needed to fix sticky film on recently installed flooring, is being remediated currently.
    - Need for new gym bleachers, current bleachers are not functional. Has been requested for the past two years.

Meeting adjourned: Kelly motions to close meeting. Motion approved.