SCARLETT MIDDLE SCHOOL PTSO

Meeting Minutes
December 8th, 2025 – 6:30 pm to 7:45 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: Kelly Pfeifer (President), Shannon Considine (Co-treasurer, via Zoom), Dr. Peterson (Assistant Principal, via Zoom), Raquel Parker, Sam Quinn, Ryan Quinn, Sarah Anton (Co-treasurer), Raquel Parker (PTOC rep), Jeannie Ortiz, Vicki Engling (Corresponding Secretary), Bee Inthaphone, Omar Sowe (Vice-president), Tim Vaduva, Ashley Vaduva, Leslie Trahan, Ryland Trahan, Ashley Tellez (Recording Secretary),

Student Council Updates: Kelly Pfeifer and Dr. Peterson

- Successful Family Fun Night—500 attended.
- Door contest winners: Tabert–Most Creative, Padalino-Best Teamwork, Lamar-Best Doorific, Lewis-Best Overall
- Candy-cane grams and Pajama Day are coming up before winter break
- Food/necessities drive is ongoing. We have also received some monetary donations for that effort.
- The first week of the new term started last week so schedules have recently changed.
- New flooring and painting ongoing through the remaining academic year. Three classrooms at a time will temporarily relocate for updates for about 2 weeks before returning to original classrooms.
- Letters of recognition will go out for Academic Society before winter break. Admission is based on grades and citizenship scores. Assembly will take place in mid to late January during school day for students only. Assembly will likely be recorded for community viewing as it has in the past.

Approval of November Minutes

The president opens for minutes from the November general meeting to be approved. Motion passed to approve minutes.

President's Report - Kelly Pfeifer

- **Open positions:**
    - Fundraising chair appointed Bee Inthaphone
    - Spirit wear volunteers appointed Bee Inthaphone and Omar Sowe (Vice-President)
    - Sam Quinn has volunteered to coordinate staff appreciation prior to winter break. Still looking for a long term Staff Appreciation Coordinator for the remainder of

the year. Bee Inthaphone might be interested in helping. The biggest effort will be for teacher appreciation week in May.

- **Winter giving**
    - Ms. Gibson and Ms. Micou are aware of student family needs and are encouraging donations of gift cards to Meijer. Looking at the process by which families can reach out for assistance. Likely Ms. Gibson will be a point person. Dr. Peterson requests an email to initiate coordination.
    - Considering PTSO donation from surplus. PTSO approves up to $5,000 at increments of $1,000-$2,000 for the rest of the year. Motion approved.
    - The Student Council's Food Drive is a separate effort. Should reach out to Ms. Baugh or Ms. Morning about status/need for food drive.
    - Will look into ways that the community can be updated of the success or continued need of these efforts. Consider a community-wide match to PTSO donation.
- **Winter Gear Swap**
    - Approval from Principal Vasquez for winter clothing swap. Looking for someone to coordinate that event. Hopefully late next week or after Christmas—preferably in January.
- **Parent Directory**
    - Parent directory? Discussion with Dr. Peterson. Ashley Vaduva volunteers to organize if approved. Dr. Peterson will double check.

Treasurer's Report & Budgeting - Kelly

- Incoming money from district athletics, Scarlett teacher was awarded grant money. Ms. Baugh was reimbursed for family fun night expenses. Teachers are not using much money this time of year.
- Discussed about lack of money being used and lack of field trips. Many parents would like to see more field trips and designated money used. Transportation is one of the biggest obstacles and requires field trip planning far in advance. Per Dr. Peterson, new district restrictions have made planning trips even more complicated. PTSO is considering liaison for teachers to assist in planning for trips. Sarah Anton will look into the utility of this option.

PTOC–Raquel Parker

- No update this month

Spirit wear—Bee Inthaphone and Omar Sowe

- School wide logo design contest. Guidelines will be created for submissions. Students will vote for the winner. Will research where shirts with the winning design can be printed.
- Considering options for customizing shirts with nicknames etc.
- Bee will follow up with Ms. Baugh and Ms. Morning about possible StuCo interest

Open Discussion

- Question posed–how can we improve academic achievement at school?
    - Assistance for tutoring after school–more demand than staff to fill roles. The district has partnered with third party groups. Remediation efforts happen during school day rather than after school due to competition with after school classes/groups and athletics. Math Quest tutoring is available, is extra but marketed more as a fun club rather than academic. Math is the highest needed. PTSO could create a fund to subsidize tutors but funding and coordinating volunteers is not an issue. Many students who most need intervention often cannot stay after school so help needs to happen during the school day.
    - Other districts had core Saturday school, where students were matched with a teacher, volunteer parent or community member and dedicate a day to working through specific material or assignment.
    - Could we explore partnering with other universities in addition to U of M.
- Next meetings: Virtual meeting on January 12th. Back in person in February.

Meeting adjourned