

Scarlett Middle School PTSO
Meeting Minutes
April 10, 2023 – 6:30 pm to 8:00 pm, on Zoom

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!

Attendees: Kathy Owens, Vicki Engling, Karen Hulsebus, Adelaide Lancaster, Tiffany Marra, Gerald Vazquez, Dr. Jaye Peterson

- Welcome
 - Meeting called to order at 6:45 by Kathy Owens
- President's Report (Kathy Owens)
 - Approve [March meeting minutes](#) (GV moves to approve, TM seconds, all vote in favor)
 - PTSO is available to help the Student Council with Family Fun Night if they need it
- Principal's Report (Gerald Vazquez)
 - JP- preparing for PSAT, very big undertaking
 - MSTEP coming up, organizational challenge
 - GV and JP had an assembly with 8th graders talking about standardized tests, it went well, everyone was focused
 - JP- we try to do one test a week to avoid burnout, "testing season"
 - Has a check come through yet from the fundraising org?
 - We made it to \$15k, so we can do 50/50 split of received donations, not 60/40
 - JP- Bianca H raised last chunk to get us to \$15k
 - JP- 8th grade transition day 5/4
 - ASL conversation update
 - JP- Now that weather is nicer, kids will wait outside til first bell
 - KO- when do we decide on 23-24 PTSO board? GV- May meeting
- Treasurer's Report (Tiffany Marra)
 - We have 4 accounts held by Comerica Bank, two of which only have 1 signer (Treasurer, Tiffany Marra). There are two additional accounts (CD and Savings)
 - GV- suggests in lieu of co-treasurers as signers, utilize president/treasurer/secretary, or say three active board members
 - AL- could vote on signers now, look at banking info in bylaws over the summer
 - GV motions to vote now and reassess banking info in bylaws over the summer, VE seconds, all approve
 - GV doesn't want to be a signer. AL suggests tying it board role- president, treasurer, and secretary all are signers.
 - **At all times, we maintain three signers on bank accounts: the PTSO board members in the roles of president, treasurer, and secretary, or in one of their steads, an active board member.**
 - GV motions to approve that The PTSO president, treasurer, and secretary are signers of the Comerica Bank accounts. AL seconds motion, all vote in favor
 - The PTSO board positions of president, treasurer, and secretary will now moving forward be the signers for PTSO bank accounts- At Comerica, the savings, CD,

- o and general checking ending in 8188
 - o The Scarlett principal and PTSO president will now moving forward be signers for other checking account ending in 5978
 - o GV- we have money set aside in memory of Theron who passed away, we haven't spent much.
 - o JP- athletic dept has needs for updated equipment, we could add a line item with a bigger chunk of money allotted to replace worn out equipment. Theron was an active athlete, so it would be appropriate
 - o GV likes that idea, he will talk to the family, and come back to PTSO with update
 - o TM- background check is required for treasurer according to bylaws
 - o TM- Include the names of the signers in minutes
 - o Need to vote to remove other signers who are not listed in current vote today. GV motioned, KO seconds, all vote in favor
 - o There is money coming in the treasury, but is allotted for River Cruise and Yearbook payments and will be passing through
- Open Discussion items
 - o AL- suggests mentioning Theron in the yearbook to honor his legacy
 - o AL- spiritwear will be sold at school concerts in person
 - o AL- teacher appreciation update- Ms. Humphries will have special focus for helping so much with fundraiser. AL wants to know what appreciation ideas work well. We are getting a later start than is ideal
 - o JP- 8th grader Selah has connection to Pilar's Tamales restaurant- maybe they could supply food, either donated or discounted? We catered out of Leo's Coney Island- they have been a great partner to Scarlett. Harvest Moon Cafe has new ownership- a Scarlett parent. Someone should make contact.
 - o KO- Pizza Bob's- owned by Scarlett family. They have donated to Carpenter Elementary before.
 - o Everyone fully endorses Pizza Bob's milkshakes :)
 - o AL- looking into chair massages for teachers
 - o AL- who is a contact person for logistics? Answer: JP and Ms. Gibson
- Meeting adjourned at 8:00 pm by Kathy Owens