

KIS

# PTA Exec meeting

1 November 022

## ATTENDEES

Lilya G, Eliza, Marina Y, Marina Sh, Mia, Fatima, Tarryn and Natalia.

## AGENDA

### **TAD feedback**

- Teachers liked personal touch
- Great idea to have it last day of term
- Remember for next year:
  - last day of term 1 before fall break
  - Gluten free and sugar free options , vegetarian
- Edelweiss: how did photos get missed ?
  - Get Aliya on the exec team (Mia)
  - Communication from Darya (Edelweiss class rep) Official school administrative info missing in edelweiss
  - speak to Ms Nina (Mia)
- Before principals send weekly letter, send it to the liaison to check. And if it is ok, to post on WhatsApp group
- Not everyone gets / reads emails

### **Events group**

- send link to group on all chats
- Notify parents to that we need volunteers for book fair and winter fest

- Invite all to the meeting on Friday - tell them that the meeting will be in English , but Russian speaking parents are welcome! Russian communication can be facilitated by Marina SH
- Mia to write message , Liza will translate

### **Letter from PTA**

- Teachers appreciation day - link to photos and say thank you to all parents
- Book fair and winter fest
- Communication rules in WhatsApp. Tone it down. Stick to English. Link to code of conduct
- Announcement and important info should be in both languages
- Electronic letter - separate email
- How often? After each big event
- Mention the work that we do - we need help!
- Food canteen update

### **Live stream**

- Friday 4 November 12:00 ( Mia and Lisa)
- Discuss what we did and What is coming up next
  - Need volunteers
  - Letter coming out
- Receive questions on screen and answer them on live feed. Defer unknown questions
- Be careful not to take ownership of issues that are not PTA
- Tarryn has concerns: questions are very public and forever

### **Book fair**

- Date was 28 nov - 2 dec BUT Move it to end of January 23 - 27
- Book week - organized by school different
- 2 days to go through books
- 3 days to sell books
- Competition between classes
- Extra: Ms Elena asked parents to read books during book week. Ask Ms Elena for more info (Marina Y)

### **Class rep trading by Tarryn**

- Thursday November 11; 14:00 at school
- Thursday November 11; 19:30 offLine via zoom
- Venue: Book collaboration room
- Link sent by Liliya for zoom meeting
- Responses required to see who is coming
- Tarryn will write message
- Liaisons to send to reps asap

### **Report back from food committee meeting**

- Bug found in rice on Monday 31.10
- Quality controlled person has been through the food and it has come out clean
- Still looking for a permanent quality control person
- Tender letter will be sent by 02.11

### **ACTION ITEMS**

1. Invite Aliya from Edelweiss to exec team (Mia)
2. Liaisons: ask principals about weekly divisional letter. Can they send it to the liaison to check before it gets emailed ? (Liaisons)
3. Liaisons: send events group link to group on all chats (Mia to write message, Liza to translate)
4. Live stream: prepare short speech (Mia and Liza)
5. Prepare letter from PTA (Liliya)
6. Kaspi: find out if possible (Marina Sh)
7. Book fair: find out if we can move it to end of January (Liliya)
8. Liaisons send info about class rep training to class reps and get responses
- 9.

### **Next meeting:**

Feedback from Liliya's meeting with OB

