

PTSO Meeting

Date: Thursday, September 14, 2023

Time: 7:30 - 9:30 a.m.

Location:

Facilitator(s): Khadijah

Attendees

Yasmina El Bouazzati
Zeinab Nassrallah
Aseel AlMonaiees
Farah AlFadhalah
Reham Abdelazim
Khadijah Al-Abdulmuhsen

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PTSO Mission

“Taking education to the next level through commitment, collaboration and communication among parents, students and educators”

The Purpose of the PTSO

- A. To foster and nurture relationships among parents, educators and students for the benefit of the school community.
- B. To develop a closer connection between school and home by encouraging parent involvement in the promotion of student welfare.
- C. To recruit and coordinate volunteers, provide special recognition in awards ceremonies or through other activities, organize parent education events.
- D. Support in lieu of a Booster club, music, foreign language club, sports, theatrical productions and much more

Agenda

Project	Notes	Action(s)	Person(s)	Status
Day/Time of regular meetings		Tuesdays after drop off		Launched
Suggested additions/changes to bylaws	<ul style="list-style-type: none">Only candidates with volunteering experience at AUS are eligible to run for	Make the proposals to Ms. Finney	Khadijah	In progress

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	<p>President, Vice, and Treasurer. Other positions don't require experience.</p> <ul style="list-style-type: none"> ● Suggest anyone who has previously had a position but didn't fulfill their duties is not eligible to run again. ● Candidates can only run for one position. ● Possibility of a two year term. If a board member chooses not to do the 2nd year the position can open. 			
Calendar of events	PTSO 23/24 Calendar			In progress
Suggested new events/ activities	<ul style="list-style-type: none"> ● Intro to Kuwait presentation for new staff at beginning of the year. ● Charity Drives (put plan in place for disaster relief) ● Ramathan charity drive (work with culinary arts to cook meals) ● Coffee mornings: Meet Admin, Anti bullying, Yoga, Child development.. ● AUS Souq (promote community small businesses) ● Volunteers help in library ● Help to promote school spirit in sports ● Allocate x amount of money to sponsor events/activities. Divided into 2 semesters. First come first served. ● Ask to be included in school staff meetings. Aware of events, ways to support, don't overlap etc. ● Mommy & Me activity. ● Potluck for High School students ● Ice cream day at the end of 	<p>Kuwait: Approach AWARE for presentation. PTSO will facilitate and add to it</p> <p>Charity drives. Al Najat is the organization to contact for these matters. They already have these things in place and will help facilitate.</p> <p>Coffee mornings. Will propose the topics and tentative dates to Ms. Finney.</p> <p>Souq, Library, Sports, mommy and me, ice cream, lock down, saracen. Will create proposals</p>	<p>Farah & Khadijah</p> <p>Mijbil & Khadijah</p> <p>Khadijah</p> <p>Entire Board</p>	In progress

Project	Notes	Action(s)	Person(s)	Status
	<p>each semester.</p> <ul style="list-style-type: none"> ● Lock down for HS and MS ● Grade wide dinner event ● Suggest Girl/Boy scouts (Malda) ● Add Volunteer QR code to principal updates, website etc (Parent suggestion) ● Connect more with Arabic/Islamic Staff ● Sponsor Saracen race 	<p>and suggested dates and submit to Finney.</p> <p>Allocate X amount per semester...propose to Ms. Finney</p> <p>Ask to be included in staff meetings</p>	<p>Khadijah</p> <p>Khadijah</p>	
<p>Tentative Assignments for each board member</p>	<p>President- Over sees all</p> <p>Vice- Over sees all and Media (insta, whatsapp, AUS media team) graphics etc</p> <p>Treasurer- Over sees all and anything finance related</p> <p>Secretary- Meetings, agenda, notes, decorating committees</p> <p>ES- Contact ES staff, Student counsel, Catering</p> <p>MS- Contact MS staff, Student counsel, website update, sponsors</p> <p>HS- Contact HS staff, Student counsel, seniors, sponsors</p>		<p>All Board</p>	<p>In progress</p>
<p>Plan Falloween</p>	<ul style="list-style-type: none"> ● Contact Balloonyland, and party city for quotes. 		<p>Farah</p>	<p>Launched</p>
<p>Sponsors</p>	<ul style="list-style-type: none"> ● Al Soor ● Sultan Center ● Thatelsalasil ● Kidzania ● Cookies ● Kipco ● Banks ● Do a better job at thanking the sponsors (Mention in social 	<p>Will compile a list of potential sponsors and send to Ms. Finney for approval.</p>	<p>Khadijah</p>	<p>Not started</p>

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	media, thank you letter, nice gift?)			
Changes/Additions	<ul style="list-style-type: none"> ● Only one signature required for payment forms (President, Vice, Treasurer) ● Add any and all contacts to the directory in the drive 		All Board	Not started
Communication with PTSO liaison	<ul style="list-style-type: none"> ● Try email Minette once a week for updates, announcements, etc ● CC her in all correspondence with school personnel 		Khadijah	Not started
Communication with community	<ul style="list-style-type: none"> ● Control whatsapp. No chatter unrelated to PTSO/ school evets etc. ● Stay active on instagram through the year. Even when there are no activities. ● Update PTSO website 		All Board	Not started
Next Meeting Date/ Time	Tuesday 19/09/2023			Not started