

PTSO Meeting

Date: Tuesday, September 19, 2023

Time: 7:30 - 9:00 a.m.

Location: AUS PTSO Room

Facilitator(s): Khadijah

Attendees

Khadijah Al-Abdulmuhsen - President

Farah AlFadhlah - Vice President

Zeinab Nassrallah - Treasurer

Yasmina El Bouazzati - Secretary

Reham Abdelazim - ES Parent Rep.

Aseel AlMonaiees - MS Parent Rep.

Mijbil Al Ayoub - HS Parent Rep.

Minette Finney - PTSO Liaison

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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
Email Ms. Finney	<ul style="list-style-type: none"> ● Suggested changes/ amendments to bylaws previously discussed. ● List of sponsors to be approved. ● Inquire about ministry approval for events. ● Request Falloween to be changed to Fall Carnival or Fall Festival. ● Proposed events along with suggested dates from October to December. 		Khadijah	Not started
Falloween Decoration Brain Storm			Yasmina	Not started
Update/Followup with Event Planner Meetings			Farah	Not started
Share Sponsor Letter			Khadijah	Not started
Discuss Disaster Relief Drive	<ul style="list-style-type: none"> ● Najat Charity Organization 		Mijbil	Not started
Assignments/ Tasks for each board member	<ul style="list-style-type: none"> ● Khadijah: Planning, communications with school, volunteers and over all management and support. ● Farah: Planning, communications with school, volunteers, media, graphics and over all management and support. ● Zeinab: All things finance related, planning, communications with school, volunteers, over all management and support. ● Yasmina: Meetings, agenda, notes, volunteers, and decorating committee. ● Reham: Communication with ES staff, Student counsel, and 		All Board	Not started

Project	Notes	Action(s)	Person(s)	Status
	catering. <ul style="list-style-type: none"> ● Aseel: Communication with MS staff, Student counsel, and website update. ● Mijbil: Communication with HS staff, Student counsel, seniors, manage whatsapp group and sponsors. 			
Update on Food vendors				Not started
Any other business				Not started
				Not started
Next Meeting Date/ Time				Not started