

# PTSO Meeting

Date: Monday, 15 January 2024

Time: 10:00 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

## Emails

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## PTSO Mission

“Taking education to ... students and educators”

## The Purpose of the PTSO

- A. To foster and ...the school community.
- B. To develop a ...of student welfare.
- C. To recruit and ... parent education events.
- D. Support in lieu ... and much more

## Agenda

Project	Notes	Action(s)	Person(s)	Status
End of Semester Ice Cream	<ul style="list-style-type: none"><li>● 1300? ice cream (Rocket and sandwich)</li><li>● Give out during lunch break</li><li>● Share schedule</li></ul>	Zeinab ordered. Delivery: Bikes at 9. Ice-cream at 10.		In progress

Project	Notes	Action(s)	Person(s)	Status
		<p>Starting from 10:25 until 12:00</p> <p>Talk to assistants to principals to ask if they are aware.</p> <p>Make a flyer to let everyone know. (Especially ms / hs)</p>		
<b>Athletics Canteen</b>	<ul style="list-style-type: none"> <li>● Saturday 20th 8-3</li> <li>● Share menu</li> <li>● Share schedule</li> <li>● Collect Knet on Thursday</li> </ul>	<p>2 shifts Shift 1: Khadijah and either Zeinab or Yasmina Shift 2: Mijbil and Zeinab or Yasmina</p> <p>Knet machine and change. Have to connect knet to our router. Ask finance on Thursday to connect it.</p> <p>Yasmina: Order Pizza and zaatar in the morning. Aseel: chocolate Khadijah: the rest.</p>		<b>In progress</b>
<b>PTSO Souq</b>	<ul style="list-style-type: none"> <li>● Collect fees and consent forms 15th-18th (10:30-1:30)</li> <li>● Signage on 15th</li> <li>● Principal Update on 18th</li> <li>● Flyers on 21st</li> <li>● Insta on 25th</li> <li>● Whatsapp on 26th</li> </ul>	<p>Khadijah: started a list with what's already received and what needs to be done or still needs to be received.</p>		<b>In progress</b>

Project	Notes	Action(s)	Person(s)	Status
		Advertising this week.		
<b>Friendship Day Cookies</b>	<ul style="list-style-type: none"> <li>Quotation</li> </ul>	usually 1 kd but will get a special discount.		<b>In progress</b>
<b>Mubarakiya Trip</b>	<ul style="list-style-type: none"> <li>Update</li> </ul>	Waiting for Mijbil about different tour guide.		<b>In progress</b>
<b>Coffee Station for MS/HS</b>	<ul style="list-style-type: none"> <li>Not approved</li> </ul>			<b>Launched</b>
<b>Coffee Morning</b>	<ul style="list-style-type: none"> <li>With Amani update</li> </ul>	Need to talk to Dureen about this to coordinate. Dureen is very busy. Hard to get an appointment with.		<b>In progress</b>
<b>Any Other Business</b>	<p>National day Sample food only. Ask Minette if cafeteria can provide Majboos</p> <p>Talk to Islamic Arabic department about activities / help they need during ramadan.</p>		Khadijah	<b>In progress</b>
<b>Next Meeting Date/ Time</b>				<b>Not started</b>