

# PTSO Meeting

Date: Tuesday, 23 January 2024

Time: 7:30 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
Canteen	<ul style="list-style-type: none"><li>• Made 65 KD profit</li></ul>	chocolate bars left. Add it to gergean. Get smaller give		In progress

Project	Notes	Action(s)	Person(s)	Status
		away bags. Zeinab will get the smaller bags.		
<b>Feb 12 Coffee Morning</b>	<ul style="list-style-type: none"> <li>● Location changed to IC instead of PD suite.</li> <li>● Send email on 4th</li> <li>● Insta on 8th</li> <li>● Principal update on 10th</li> <li>● Whatsapp on 11th</li> </ul>	IC 3rd floor. Waiting for more info to start advertising.		<b>In progress</b>
<b>MS/HS Coffee station</b>	<ul style="list-style-type: none"> <li>●</li> </ul>	if coffee station doesn't get approved (waiting for Elston) then will do the cookies during homeroom on friendship day.		<b>In progress</b>
<b>National Day</b>	<ul style="list-style-type: none"> <li>● School will bring food vendors</li> <li>● Finalize signup form</li> <li>● Send out email 2 weeks before 8th?</li> </ul>	we can ask parents for finger food. Utilize diwaniya and in u shape tables. Just passing out food. Not serving. (Eliminate the harder items from the list)		<b>In progress</b>
<b>PTSO Souq</b>	<ul style="list-style-type: none"> <li>● Fees collected 195 kd</li> <li>● 28 vendors out of 40 paid. 3 withdrew</li> <li>● What if vendors come without tables? - we have 10 extra tables outside. Put them in cafeteria and if someone forgets we can get them.</li> <li>● What if vendors who have not paid show up? Send a reminder today - if do show with late</li> </ul>			<b>In progress</b>

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	<p>fee.</p> <ul style="list-style-type: none"> <li>Will send a reminder email to vendors on Thursday. Table in bold. And other specifics. Gate 7.</li> <li>Assign booths on map</li> <li>15 booths per playground / court yard.</li> <li>Mark areas on thursday afternoon</li> <li>Collect Knet on thursday for donations. (Mijbil)</li> <li>Insta on 25th</li> <li>Whatsapp on 26th</li> </ul> <p>Get a balloon arch in AUS colors. Banner hanging from arch. Welcome to AUS PTSO Souk. Reham orders.</p>			
<b>Friendship day cookies</b>	<ul style="list-style-type: none"> <li>Quotation.</li> <li>If coffee station doesn't work do we distribute cookies in homerooms?</li> </ul>	Aseel says it is possible for double the amount.		<b>In progress</b>
<b>Mubarakiya trip</b>	<ul style="list-style-type: none"> <li>Update Mijbil spoke to Blue book? Is not approved.</li> <li>Farah will reach out to her contact.</li> </ul>			<b>In progress</b>
<b>Mommy &amp; me event</b>	<p>Zeinab: 50 moms and 50 kids. Without food. Maybe in may during Mother's Day. Arts and Dine Talk to other ones and compare. Q8 Pop up.(Farah)</p>			<b>In progress</b>
<b>Clean and sort PTSO room and storage</b>	February sometime before ramadan			<b>In progress</b>
<b>Any Other Business</b>	<u>Talk to religion (Farah reach out to Ms Kholoud)</u>			<b>Not started</b>

Project	Notes	Action(s)	Person(s)	Status
Next Meeting Date/ Time				Not started