

# PTSO Meeting

Date: 5 November 2024

Time: 7:30 AM

Location: PTSO Room

Facilitator(s): Farah

## Attendees

Yasmina El Bouazzati

Zeinab Nassrallah

Aseel AlMonaiees

Farah AlFadhalah

Khadijah Al-Abdulmuhsen

Maldae Alkhayat

Haya Al Husainan

## Emails

[yasminakejjoujelbouazzati@gmail.com](mailto:yasminakejjoujelbouazzati@gmail.com)

[zouba87@yahoo.com](mailto:zouba87@yahoo.com)

[aseel\\_21@yahoo.com](mailto:aseel_21@yahoo.com)

[fadallah@gmail.com](mailto:fadallah@gmail.com)

[khadoo@yaho.com](mailto:khadoo@yaho.com)

[Maldakhayat1@gmail.com](mailto:Maldakhayat1@gmail.com)

[dr.haya.alhusainan@gmail.com](mailto:dr.haya.alhusainan@gmail.com)

## 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

## Minutes

Project	Notes	Action(s)	Person (s)	Status
<b>Coffee Morning Meet the Admin Monday November 11 8:00 - 10:00</b>	<ul style="list-style-type: none"><li>- Do we still have enough coffee, tea, sugar etc?</li><li>- Order something savory and something sweet?</li><li>- Anything else?</li></ul>	Will check  Water dispensers brought by Khadijah  Haya brings biscuits.		<b>In progress</b>

Project	Notes	Action(s)	Person (s)	Status
<p><b>AUS PTSO Movienight</b>  <b>Saturday November 23</b>  <b>4:30 - 7:00</b>  <b>Inside Out 2</b></p>	<ul style="list-style-type: none"> <li>- Screen &amp; movie booked</li> <li>- Notify Kitab about “grass”</li> <li>- Update candy &amp; when to assemble bags</li> <li>- Update KDD as sponsor</li> <li>- Update on popcorn</li> <li>- What else do we need to buy?</li> <li>- Do we know who of Admin will be there?</li> <li>- Anything else?</li> <li>- What time shall we be at school?</li> </ul>	<p>Elevation burger needs to get back to us. Depending on what they offer we can raise the entry price.</p> <p>First come first serve.</p> <p>Week of assemble candybags. Haya will buy candy boxes. We already have the bags.</p> <p>KDD: Farah will speak with them next week to finish the sponsorship. If not sponsored then ask cafeteria for ice cream machine.</p> <p>Give popcorn to the cafeteria. Talk to Kitab to arrange it again. Check popcorn, oil, salt and boxes</p> <ul style="list-style-type: none"> <li>- Zeinab will check and order</li> <li>-</li> </ul> <p>Ask minette about who is going to be there.</p> <p>Be here at 3 - 3:30 to set up.</p> <p>Get KNET machine at finance and paper and charger and change.</p>		<p><b>In progress</b></p>
<p><b>AUS PTSO Winter Wonderland</b>  <b>Saturday December 7</b>  <b>11:00 - 5:00</b></p>	<ul style="list-style-type: none"> <li>- Meeting with Frany from Baloonyland Tuesday 9:30</li> <li>- Update IKEA sponsorship and food vendorship</li> <li>- Other food vendors we are approaching</li> </ul>	<p><b>Ikea</b> will update us on thursday about what they will be offering exactly.</p> <p><b>Other food vendors</b> we need: Shawarma and Saj - Everyone will try to approach vendors.</p>		<p><b>In progress</b></p>

Project	Notes	Action(s)	Person (s)	Status
	<ul style="list-style-type: none"> <li>- Human Claw</li> <li>- Below Zero</li>   <li>- Decide on timeline for start decorating</li> <li>- Then decide on when to have volunteers come in</li>   <li>- Finalize stations               <ul style="list-style-type: none"> <li>- How many rope barriers?</li> <li>- Signs</li> </ul> </li>   <li>- Printing               <ul style="list-style-type: none"> <li>- Entrance tickets</li> <li>- Activity tickets</li> <li>- Banners</li> <li>- Anything else</li> </ul> </li>   <li>- Do we need to order anything?</li>   <li>- Can we ask Baher if he can make drone videos the day of the event?</li>   <p>Food vouchers for for volunteers. Give them 3 kd vouchers and communicate with vendors to charge us afterwards.</p> </ul>	<p>Below Zero have come and looked at the site. They have to discuss pricing internally since it will be skating for 15 minutes. Also they want us to communicate clearly that it will not be real ice but a synthetic kind of sliding / skating.</p> <p>Stations:</p> <p>HS MS Court</p> <ol style="list-style-type: none"> <li>1. Ice Skating Rink</li> <li>2. Human Claw - 1 volunteer</li> </ol> <p>HS MS Cafeteria</p> <ol style="list-style-type: none"> <li>3. Cookie decorating - 3 volunteers (1 adult)</li> </ol> <p>HS Reception</p> <ol style="list-style-type: none"> <li>4. Arts &amp; Crafts - 3 volunteers (1 adult)</li> </ol> <p>Basement</p> <ol style="list-style-type: none"> <li>5. Winter Courage Corner - 6 volunteers ( 4 adults and 2 students)</li> </ol> <p>Diwaniya</p> <ol style="list-style-type: none"> <li>6. Winter Photo Booth - 1 volunteer</li> </ol> <p>ES Playground</p> <ol style="list-style-type: none"> <li>7. 2 Bouncy Castles - 5 volunteers - 4 students 1 adult</li> <li>8. 1 Snow Igloo with sensory tables 2 volunteers - 1 adult 1 student</li> <li>9. Face painting and hair braiding</li> <li>10. Carnival games - 3 volunteers</li> </ol>		

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		Ticketing booths Entrance: 4 volunteers MS booth: 2 volunteers PAC: 2 volunteers Atrium: 2 volunteers		
<b>Coffee machine for parent conferences</b>			Haya	<b>In progress</b>
<b>Souk January 18</b>	Sign up sheet end of November sending out. November 20. November 27 close form. Announce next day. Pay when come back from winter break. There's a volleybal tournament that day farah will inform minette.			<b>Not started</b>
				<b>Not started</b>
				<b>Not started</b>
				<b>Not started</b>
<b>Any Other Business</b>				<b>Not started</b>
<b>Next Meeting Date/ Time</b>				<b>Not started</b>