PTSO Meeting

Date: Monday November 14, 2022 Time: 8:00 - 10:00 a.m.

Location: AUS PTSO Room Facilitator(s): Shaima Bin Hussain

Attendees

Shaima Bin-Hussain - President
Ebtesam Alshemmari - Vice President
Dr. Mashael AlOmar - Treasurer
Zeinab Nassrallah - Co-Secretary
Aseel AlMonaiees - Co-Secretary
Farah AlFadhalah - ES Parent Rep.
Reham Abdelazim - MS Parent Rep.
Khadijah Al-Abdulmuhsen - HS Parent Rep.

Emails

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
Fiesta	Have they been contacted to collect payment?	Give Ms. Pereira notice of vendor payment. Is this part of the	Send our concerns via email to Ms. Pereira	Shaima	

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		bylaws?			
Eventat	Sent letter to Tayssir (IT) on Thursday with all the details of ticketing for movie night.	Heard back sunday. Eventat can't customize for movie night. Tayssir can't help. Referred us to Ms. Pereira. Event Brite instead of eventat.	E net appears to be a good option. Not advertised on a public platform. Farah contacted them for information	Shaima & Khadijah	
Movie Night	We need a list of all elementary students. Students name will be checked at door so we can guarantee no outsider will be in.				
Movie Night	Email should be clear Only parents are allowed and AUS Elementary students				
Movie Night	Who will be attending the event and their time? Baking sale?	Khadijah: Setup- 5:30 Zeinab: entire event Farah: entire event Mashael?			Not started
Movie Night	Set the price for popcorn, Ice cream, juice and water	Pop corn ½ Ice cream ¼ Baked goods ½ Drinks based on size	Add price list to email		
Winter Wonderland	Event planner: Party City Discuss Event line offer.	Party City was chosen as planner through vote.			

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Winter Wonderland	Bouncy Castles, Arcades Shows Photographer Snow machine DJ/Mc Spinner				
Winter Wonderland	Timing of the shows. Band & Choir and 5th grade	Sent and email to Mr Henry asking for details of 5th grade performance. (Khadijah)	School shows start at 12:00 to 1:15?		
Sponsor	What's the latest update? Did we send any letter out?	Letter to Dabdoob was sent on Thursday (Khadijah) Was told they would contact Shaima to ask for some details.	Ebtisam has a list. She will add to the playlist.		
WWL Decoration Committee	Meeting set up with volunteers today at 9:30 to coordinate with Art teacher.				Not started
WWL Music	• 5th graders participate in WWL (99 students) we need to know what time they want to perform, communicate with Ms. Periera no FREE entry for parents, students are allowed in WWL before 30 min from their performance, and need				

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	to leave after their performance. • Updates on band & Choir • Will we be getting a live band?				
Food Vendor	What's the latest update				
Santas	Mike from Uniform and Jolliffe	They were approached and agreed to do a 3 hour shift each. Mike has a costume?		Farah	**Done**
AUS Media Team & Social Media	Inform them about upcoming PTSO event (Morning meeting, Movie night, and Winter Wonderland)	School team has been informed. Will send out email invite for coffee morning, and announcement via whatsapp group and instagram) No social media announcements for the movie night. WW will be announced at a later date.		Khadijah Farah	
Oriental Trading	Do we have access to a school account to order items?				
Activity ticket, pricing, signs etc for winter wonderland	Do we have final designs?				

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Volunteers	HS counselor contacted to recruit HS students. HS, MS, ES admin contacted to recruit staff Will send out a msg on volunteer whatsapp group and a portal email to all aus parents either today or tomorrow			Khadijah	
Coffee morning	Sunday 9:00-11:00 Who will attend? Who will bring what?	Farah Zeinab Khadijah Shaima? Reham Ebtisam			
Next Meeting Date/ Time					In progress