PTSO Meeting

Date: Thursday, September 14, 2023 Time: 7:30 - 9:30 a.m.

Location: Facilitator(s): Khadijah

Attendees

Yasmina El Bouazzati
Zeinab Nassrallah
Aseel AlMonaiees
Farah AlFadhalah
Reham Abdelazim
Khadijah Al-Abdulmuhsen

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
Day/Time of regular meetings		Tuesdays after drop off		Launched
Suggested additions/changes to bylaws	• Only candidates with volunteering experience at AUS are eligible to run for	Make the proposals to Ms. Finney	Khadijah	In progress

Project	Notes	Action(s)	Person(s)	Status
	President, Vice, and Treasurer. Other positions don't require experience. • Suggest anyone who has previously had a position but didn't fulfill their duties is not eligible to run again. • Candidates can only run for one position. • Possibility of a two year term. If a board member chooses not to do the 2nd year the position can open.			
				In progress
Suggested new events/ activities	• Intro to Kuwait presentation for new staff at beginning of the year. • Charity Drives (put plan in place for disaster relief) • Ramathan charity drive (work with culinary arts to cook meals) • Coffee mornings: Meet Admin, Anti bulling, Yoga, Child development.. • AUS Souq (promote community small businesses) • Volunteers help in library • Help to promote school spirit in sports • Allocate x amount of money to sponsor events/activities. Divided into 2 semesters. First come first served. • Ask to be included in school staff meetings. Aware of events, ways to support, don't overlap etc. • Mommy & Me activity. • Potluck for High School students • Ice cream day at the end of	Kuwait: Approach AWARE for presentation. PTSO will facilitate and add to it Charity drives. Al Najat is the organization to contact for these matters. They already have these things in place and will help facilitate. Coffee mornings. Will propose the topics and tentative dates to Ms. Finney. Souq, Library, Sports, mommy and me, ice cream, lock down, saracen. Will create proposals	Farah & Khadijah Mijbil & Khadijah Khadijah Entire Board	In progress

Project	Notes	Action(s)	Person(s)	Status
	each semester. • Lock down for HS and MS • Grade wide dinner event • Suggest Girl/Boy scouts (Malda) • Add Volunteer QR code to principal updates, website etc (Parent suggestion) • Connect more with Arabic/Islamic Staff • Sponsor Saracen race	and suggested dates and submit to Finney. Allocate X amount per semester...propose to Ms. Finney Ask to be included in staff meetings	 Khadijah Khadijah	
Tentative Assignments for each board member	President- Over sees all Vice- Over sees all and Media (insta, whatsapp, AUS media team) graphics etc Treasurer- Over sees all and anything finance related Secretary- Meetings, agenda, notes, decorating committees ES- Contact ES staff, Student counsel, Catering MS- Contact MS staff, Student counsel, website update, sponsors HS- Contact HS staff, Student counsel, seniors, sponsors		All Board	**In progress**
Plan Falloween	• Contact Balloonyland, and party city for quotes.		Farah	**Launched**
Sponsors	• Al Soor • Sultan Center • Thatelsalasil • Kidzania • Cookies • Kipco • Banks • Do a better job at thanking the sponsors (Mention in social	Will compile a list of potential sponsors and send to Ms. Finney for approval.	Khadijah	**Not started**

Project	Notes	Action(s)	Person(s)	Status
	media, thank you letter, nice gift?)			
Changes/Additions	• Only one signature required for payment forms (President, Vice, Treasurer) • Add any and all contacts to the directory in the drive		All Board	**Not started**
Communication with PTSO liaison	• Try email Minette once a week for updates, announcements, etc • CC her in all correspondence with school personnel		Khadijah	**Not started**
Communication with community	• Control whatsapp. No chatter unrelated to PTSO/ school evets etc. • Stay active on instagram through the year. Even when there are no activities. • Update PTSO website		All Board	**Not started**
Next Meeting Date/ Time	**Tuesday 19/09/2023**			**Not started**