PTSO Meeting

Date: Tuesday, October 3

Time: 7:30 - 9:00 a.m.

Location: AUS PTSO Room

Facilitator(s): Khadijah

Attendees

Khadijah Al-Abdulmuhsen - President
Farah AlFadhalah - 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

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
Event planner(s)	Update:		Farah	**Not started**

Project	Notes	Action(s)	Person(s)	Status
Food vendors	Update: • When do vouchers expire?		Reham	**Not started**
Things to discuss with Minette	• Establish first communications with: team leads for pod areas, Admin for staff and student volunteers. • When can we start decorating? • IDs • Confirm PD suite booked for thank you brunch on 29th from 11:00-1:00 • Postpone admin coffee morning to the 3rd week of november due to Anti bullying presentation happening on the 30th. • Will share volunteer email with attached link. • Use of art room during event for volunteer station • Use of pre k tables and chairs for crafting station			**Not started**
Proposal to assist with concession stand during sports tournament held at school.			Khadijah	**Not started**
Sponsors	Update: the following sponsors have been approved: • Al Soor • Sultan Center • Thatelsalasil • Drops • Ufff • Trolly • Ikarus • Ikea • The Four Seasons (Conversation with Maldaa) • Kidzania • (Sponsor letter)		Khadijah	**Not started**

Project	Notes	Action(s)	Person(s)	Status
Printed Items	Items that need to be printed: • Banner (Main; ES Hall) • Event tickets: xx pieces / sheets • Activity tickets: xx pieces / sheets • Stickers for booths: details –> • Sponsor banner • Raffle? (Do we have sizes and details?)		Farah, Reham, Mijbil	**Not started**
Order from Amazon	Items that need to be ordered: • Leaves: • Give away's • Window stickers (cafeteria) • Ceiling pumpkins			**Not started**
Other purchases	• Phones • Printer • Raffle gifts? • Raffle barrel and spinner?			**Not started**
Update time line to event Fall Festival				**Not started**
Update coffee morning with counseling department	• 2 counselors will present on the 30th at 8:00 am in the PD suite. • Will meet with Wendy today at 10:30 for more details.		Khadijah	**Not started**
Parent business directory	Email has been sent out. Need to post something in whatsapp group as well as Instagram.		Khadijah	**Not started**
Fall Festival updates	• Confirm gate 7 will be entrance. • We can start online ticket sales. (mention in principal updates) • We can start selling activity tickets on campus on 23rd and 24th at the PAC			**Not started**

Project	Notes	Action(s)	Person(s)	Status
	• Need to book food for volunteer thank you brunch			
Any Other Business				Not started
Next Meeting Date/ Time				Not started