

## Salam School PTA Meeting

11/6/2017

Present: Tamara, Hanna, Sara, Michelle, Roshidah, Somia, Anna, Anisa, Ahlam, Rasha, Safia, Anisa, Ghazal, Fadia,

Meeting started at 1:20 p.m.

Tamara gave an introduction

Tamara went through Powerpoint presentation regarding the steps in planning an event for the PTA

- Limited to space (ISM books at least a year in advance)
  - o Priority given to ISM then Salam school
- Stay away from long vacations or end of May
- Volunteers
- Make or break an event
  - o High School, college students
  - o Need to be trained
  - o Must be hands on
  - o Best to have parents out number student volunteers
  - o Give specific roles
- Tasks include: registration, monitoring kids, pick up items, set up/clean up, food servers, lead activities
- Advertising: could we create a school directory of parents to assist with communication, use ISM contact list to advertise for some events,
  - o Shopping Lists
    - o Figuring out how many people will attend can be difficult
    - o Can have people donate items
    - o Always save receipts
    - o Reimbursement takes about 1-2 weeks
  - o Schedule of events for day
    - o Schedule for volunteers
    - o What activities at what times
  - o PTA needs
    - o President
    - o Secretary
- o
  - \*\* Hanna will take on communication
  - o PTA bake sale at the Seraah program
  - o Next meeting we will talk more about the roles
- o

Concerns: Homework, could more work be done in school, could teacher communicate with one another to make sure that tests are not on the same days

Parents were asked to keep a log of amount of homework

Sister Khwala addressed concerns about homework

She said that parents need to expect 20-30% more homework than public schools

She encouraged parents to continue to bring forth concerns and asked that parents contact her

How do we communicate with parents?

Parents arrived via parent link, text message, Facebook, flyer

Parents more willing to come if we ask

Need to put pictures on Facebook

Could we have a have a speaker in addition to events to get parents involved?

General assembly with ice cream

Doodle is a great tool to help to determine which dates and times work best for parents to attend meetings

How do we encourage people to get involved in PTA

Not everyone knows that all are welcome to PTA

832 total families

20% participation would be a good for PTA/ 166 people

30-40% do not speak English/ 249 people

Could we have a booth set up for Open house, conferences,

Needs: Feedback form

Possible meeting times 12:00-2:00 p.m.