



AMERICAN UNITED SCHOOL  
KUWAIT

# AUS Advisory Board

## Meeting Minutes

18/5/2016

11:30 a.m.

Professional Development Room

2<sup>nd</sup> Floor, Grey 7

### Members:

#### Officers

Mrs. Courtney Turner  
Mr. Ashish Verma  
Mrs. Amani Albuhasan  
Ms. Jessica Berry

Chairperson  
Co-Chairperson  
Public Relations Liaison  
Secretary

#### Voting Members

Sheikha Mariam Mubarak AlSabah  
Dr. Nawaf Jandoul Al Dousari  
Miss Janna Zeid  
Miss. Dalal Al-Sabah  
Ms. Ty Lougher

Parent  
Parent  
Middle School Student  
Middle School Student  
Middle School Teacher

#### Committee Spokespersons

Mrs. Megan Sofge  
Mrs. Asmaa Hagazi  
Mrs. Zsofia Victor Al Mulla  
Ms. Nicole Clark  
Mr. Kevin Govender

Marketing and Public Relations  
Marketing and Public Relations  
School Improvement and Accreditation  
School Improvement and Accreditation  
Strategic Planning

#### Non-Voting Members:

Jennifer Beckwith, Ph.D.  
Ms. Kimberly Thomlinson  
Mr. Michael Seefried  
Ms. Taryn R. Pereira  
Mr. Michael Winingar  
Ms. Saroya Pendleton-Brown  
Mrs. Mona Fairley-Nelson

Founding Director  
Elementary School Principal  
Middle School Principal  
Assistant Principal-Elementary  
Assistant Principal-Middle School  
High School Assistant Principal/Testing Coordinator  
Curriculum Specialist

#### Chairperson Nominees

Molly Jung

Parent

#### Interested Parties:

Mrs. Suja Aboukhamseen  
Mrs. Ghofran Zayed

Parent  
Parent



## **Agenda Items:**

### **1. Meeting Minutes Adoption from April 20, 2016**

- **Motion to adopt the Meeting Minutes from April 20<sup>th</sup> was accepted**

### **2. Principal's Report/ PTSO/Mona/Spokespersons-1 Page Written Report (5 Minutes)**

#### **➤ Middle School Report**

- **5<sup>th</sup> Grade Transition to 6<sup>th</sup> Grade**
- **9<sup>th</sup> Grade Introduction to High School**
- **Finished MAP and attendance was extremely high**
- **Bake Sale by Student Council**
- **Library book collection**
- **Summer Enrichment Meeting**
- **Spelling Bee on Thursday, May 26<sup>th</sup>**
- **Awards Assembly Thursday, June 2<sup>nd</sup>**

#### **➤ PTSO**

- **Arts night was successful**
- **Lunch for Teacher Appreciation**
- **Last board meeting to plan out next year events**
- **Last general meeting next Tuesday, May 24<sup>th</sup>**
- **New PTSO Meeting Room**
- **Fall elections will occur next year**

### **3. Nomination of 2016-2017 Chairperson**

- **By Laws state that positions are held for 2 years**
- **Keep the bylaws and allow for overlap if an officer leaves earlier than 2 years**
- **Other positions will not open up until the 2 years is complete**
- **Candidates include: Zsofia Victor Al Mulla, Megan Sofge, and Molly Jung**
- **Presenting Next Year's Chairperson: Megan Sofge**

#### 4. Introduction of Steering Committee Chair and Co-Chairs

- **Steering Committee includes: department chairs in elementary and middle school, students, the committee members and advisory board**
- **This will be the last time for International Day, it will be integrated throughout the entire year.**
- **Steering Committee meeting will be next September 27, 2016 (Time: TBA)**
- **Chair is Mona Fairley-Nelson**
- **Co-Chairs are Roger Jensen and Katyya Moses**

#### 5. Student and Parent Exit Surveys for 2016-2017 School Year

- **What are the best ways to get results from parents?**
  - **There will be surveys for parents and students that are leaving and staying.**
  - **Exit survey will be distributed this year.**
  - **It will be available online.**
- **How can we get feedback on our school mission, vision and guiding principles from students and parents?**
  - **Endicott survey will be completed during Open House 2016.**

#### 6. Meeting Dates and Times for SAB School Year 2016-2017

- **SAB will meet every other month due to Steering Committee Meetings**
    - **Third Wednesday of every OTHER month**
    - **First Meeting October 19**
    - **December 14**
    - **February 22**
    - **April 26**
    - **End of Year Meeting May 24**
  - **Committees**
- **Next Meeting: To be decided**
- **Things to Consider:**
- **Additional Comments:**
- **Concern with email attachments not opening.**
  - **IT is working on it but Windows and IOS do not communicate well**



- Suggestion is to use a Google Doc
- All Communications should be made through Portal
- Last night was a Basketball Recognition Ceremony for excelling students in the sports programs.
- Request: Backpacks collection in order to donate to women in the IP program.
  - Brands will be required to taken off of bags
  - Eagle scout project could be to take emblems off of the bags
  - We will advertise that backpacks will be donated for worthy cause

➤ Dates to remember:

➤ Thursday, May 19	International Day Activities
Monday, May 30	5 <sup>th</sup> Grade Wax Theater in Drama Room
Wednesday, June 1	Pre-K / Kindergarten Performance
Thursday, June 2	Last Day of Pre-K and KG
Sunday, June 5	Last Day of School for Grades 1-9

Meeting end time:

**12:22 pm**



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