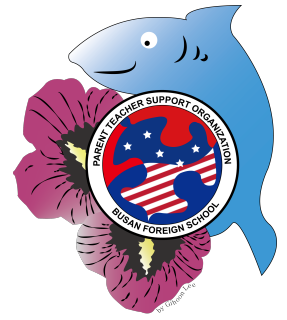


**BUSAN FOREIGN SCHOOL  
PARENT TEACHER SUPPORT ORGANIZATION**



September 2, 2016

**PTSO Minutes - 1st meeting of the 2016/2017 school year**

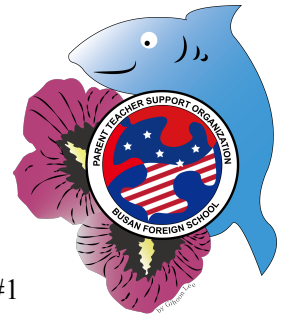
Meeting called to order at 11:15 am by Susie Suchyta (*Our Co/President in need of a Co/President partner...if you want to be this person, please step forward*)

Susie introduces:

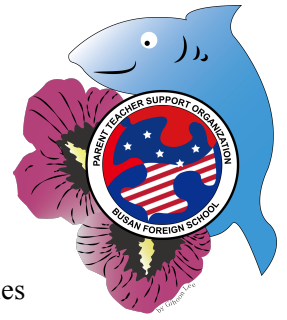
- Mrs. Kim and asks if anyone needs a translator.
  - Mrs. Kim will translate (English-Korean) as necessary
- Vanessa Allepuz (the PTSO Treasurer/Rock star mom)

Intro to PTSO:

- We are a small organization in a small school
- Last year we raised 3,000,000 Korean won
  - Money was used for a variety of purposes, including purchasing materials/books for the library
- **\*\*Event announcement:** *We will have a wrapping party when our books arrive to protect the covers and prolong their use*
- We NEED officers:
  - **President/Co-Partner/Co-President** (The title is not important)...Susie needs help!
  - **Secretary** (to take minutes, take attendance, and to write up our agenda)
    - Sarah Sánchez - Spanish teacher and mother to 1st Grade student Rosalina Armstrong (me) agreed to take this position
  - Various people to segment fundraising, including:
    - **Hospitality Coordinator** (to set out coffee and snacks before each monthly meeting)
    - **Korean Liaison** (to serve as a representative for the Korean parent population and to bridge any language/cultural gap that may exist)
    - **Russian Liaison** (to serve as a representative for the Russian parent population and to bridge any language/cultural gap that may exist)
- The PTSO's primary source of fundraising is raised by holding concession stands at SKAC and other community events \*(Maximum 10/year); therefore, we are in need of people to fill the following positions:
  - **Concession Staff Coordinator** (to coordinate all concession events and concession volunteer staff throughout the year)
    - **Concession Volunteer Staff includes:**



- **Baking Coordinator** (to coordinate bakers and tasty baked goods which are our #1 source of revenue)
- **Bakers** (to make the tasty baked goods which are our #1 source of revenue)
- **Concession Sales Volunteers** (to run the actual booth at the actual events and sell the tasty baked goods which are our #1 source of revenue)
- The PTSO has a **small shop for the resale of used uniforms** (donated by BFS parents)
  - **\*\*NOTE:** *If your child has an old uniform, or any pieces therein, in decent condition that he/she has outgrown, please donate it to the PTSO*
  - We need a **Uniform Store Coordinator** (great for those introverted or antisocial parents in our midst...as this is a behind the scenes type of job)
    - This person will **keep stock of our current supply of used uniforms**
    - and **post these items, in writing**, to the parent population of BFS
- **\*\*Event announcement:** *The BIWA \*Busan International Women's Association hosts an informal Coffee (@ the Icey Beanie) every last Wednesday of each month. All \*women\* are encouraged to go to this phenomenal networking-with-expats event*
  - The BIWA also hosts an International Christmas Bazaar, thus we need a **Christmas Bazaar Coordinator** (to coordinate a Craft Booth and Concession Stand)
    - Other NEEDS for this event include:
      - **Crafts to sell at the Bazaar**
        - **\*\*NOTE:** *ARE YOU CRAFTY? If so, please **bring your ideas to the PTSO**. We will work together to create hundreds of simple crafts to sell at the bazaar for approximately 1,000 Korean won each.*
      - **Purchased food donations** (chips, snacks, candy, etc.)
      - **Bakers and baked goodies** \*(See above note on Concession Staff)
- We then took a break as Mrs. Kim wowed the crowd with her ability to not only translate all of the above, but also to recall everything that Susie went over (with what appeared to be great detail)...**Thank you, Kamsahamnida, 감사합니다, Mrs. Kim**
- At this time, Susie informed us that Officer/Coordinator/Volunteer sign-up sheets were placed on the table, along with a PTSO contact sheet (to gather contact information from parents, even if you are not yet ready to commit)
  - ALL in attendance were strongly encouraged to sign-up
  - **\*\*NOTE:** *If you were not in attendance, don't be discouraged, there are plenty of jobs to go around.*



NEW agenda items/brilliant ideas:

- Kathy Kim (New to Korea, freshly arrived from the US) would like to establish a school store in which parents can purchase the school supplies that the teachers actually want
  - Susie looked at Kathy Kim and noted that, *“this idea would dovetail seamlessly with the Uniform Store and **Uniform Store Coordinator** position (hint, hint Kathy).”*
- Kathy would also like to spearhead a **New to Busan Guide** in which we pool our resources in order to help incoming families with the transition:
  - **This guide could include:** where to shop, good doctors or dentists, where to find local markets, how to purchase uniforms, great places to eat, family friendly attractions in the city, how to use public transportation, and where to go to learn Hangul.
- Mrs. Kim again astonished us with her ability to recall and translate all the aforementioned details **Thank you, Kamsahamnida, 감사합니다, Mrs. Kim**
  - Marianna (No last name given) would like to establish a Host Family Support Network:
    - The host family would sponsor an incoming family, introduce their children, show them the city, make them feel welcome, and help to answer their questions.
- Mrs. Kim again translated **Thank you, Kamsahamnida, 감사합니다, Mrs. Kim**
- All were then given a **Calendar** \*\*informing us **when events take place** so we can **know when to bake** and **when to step up and help out**
- **Final announcements:**
  - *If anyone has ideas to implement, please share them with Susie*
  - *A few announcements unrelated to PTSO*

Meeting was adjourned at 11:40 am