



9/11/17

Dear AGE School Parents & Guardians:

Asalamu Alaikum!

On behalf of the Parent Teacher Organization (PTO), we would like to welcome all new and returning families to AGE! The AGE PTO is a collaboration of parents and teachers working together to build a nurturing environment for our children so they can grow into leaders of the future – proud citizens of the global community! We can only achieve this through a fruitful partnership among the parents, teachers and the school administration, so we look forward to your wonderful co-operation year-round Insha Allah.

For your convenience we are sharing some of the key updates delivered at the Parents Orientation held last week:

1. Parent Service Hours (PSH)

As you may already be aware, the AGE Tuition structure includes parents' support in the form of **25** service hours known as **Parent Service Hours (PSH)**. Parents contribute their time, ideas and talents to the school events and activities and the PTO facilitates this involvement by providing regular communications. This system has worked out beautifully in the past years and we hope that we continue this tradition this year. Parent Service Hours (PSH) must be completed/scheduled no later than the first week of May 2018. Parents may opt to pay a \$250 fee to waive the service-hour commitment (25 hours X \$10). Please feel free to contact the Main Office or the PTO for questions about this service-hour commitment.

2. PTO Board and Communications

The PTO Board consists of 6 positions namely President, Vice President, Teacher Liaison, Treasurer, Secretary and Event Co-ordinator (see names and key contacts info below). The Board meets regularly to plan and deliver new events with the objective of engaging the parent community in events that are fun and productive for students and teachers alike. The PTO can be reached through the **email pto@agenj.com**, or the **PTO Whatsapp Group** where most real-time updates regarding event announcements are posted (to join the group please send a message to Reshma Khan or Ms. Marwa Ali). In addition, the PTO webpage **agenj.com/pto** has a handy tool for parents to sign up for events.

3. PTO Events

The PTO events are planned and developed based on new ideas from parents, students and teachers. We encourage parents to share ideas that will provide for an enriching experience for all. Some of the successful events in the past have been Paint Nite, Bowl-A-Thons, Food Drives and Movie nights. In addition parents can share their culinary skills through the monthly bake sales. Please stay tuned for the PTO calendar of events!

4. PTO Committees and Class Representatives



In order to promote healthy parent involvement during the school year ensuring all have a chance to participate and contribute to the school, the PTO has decided to form event Committees at the start of the school year. Every event on the PTO calendar will have a corresponding Event committee. Parents have the option to sign up to be part of the Committee. They will work in conjunction with the PTO Board and more specifically the Event Co-ordinator to plan and conduct the different events. Class Representatives act as the single point of contact for Homeroom teachers to get help when needed such as trip chaperoning, assistance required during school hours, and/or other activities. They will work directly with the Homeroom teacher and coordinate with the PTO, as and when required. Parents will be able to sign up for the event Committees and Class Representative roles at the PTO Booth on the Back-to-School Night on Friday, Sept 22nd 2017 Insha Allah.

As parents first and PTO members next, we are truly excited for this upcoming year and look forward to the kind cooperation of all parents. We welcome your input and contributions to any one of us. Insha Allah we will have a fun, engaging and productive year for our children at AGE!

Best Regards,

A.G.E. PTO Board 2017-2018

(pto@agenj.com)

Reshma Khan - President (201 600 6965)

Fadya Manasra - Vice President (973 391 7200)

Ms. Marwa Ali - Teacher Liaison (201 300 9559)

Margo Mohamed – Treasurer

Rumelah Billoo – Secretary

Meghann Hassan - Event Coordinator