

## **BESA FPTA**

### **Meeting Minutes February 10, 2014**

#### **1. Disco Night:**

**Date:** 27-28 February, 2014

#### **a. Group parties:**

##### **Thursday the 27<sup>th</sup>:**

Nursery-Reception: 3:15-4:00

Y1-2: 4:00-5:30

##### **Friday the 28<sup>th</sup>:**

Y3-4-5S-5D: 4:00-5:30

Y6-7-8: 5:30-7:00pm

#### **b. Snacks:**

- Popcorn and chips from Metro (served in paper cups)
- Juice (some already available) and water
- Muffins ordered from a trusted bakery (nut free)
- Eren will be ordering

#### **c. Music:**

- Lynnette and Rahaf will put a playlist together
- We need to test the sound system with Mr. Downing ahead of time
- Playlist to be sent to Mr. Downing ahead of time

#### **d. Decorations and prizes:**

- Main decoration will be balloons on the floor and possibly a banner
- There is a disco ball and projector lights at the hall
- Paula will order glow sticks and prize items from U.K.

#### **e. Tickets:**

- Price: 5TL (no non-uniform)
- Rahaf printed them and will distribute them to Class Reps this week

#### **2. BESA 50<sup>th</sup> Anniversary Dinner:**

**Date:** Friday June 6, 2014

- Event will take place at the official residence of the British Ambassador

- Attendance capacity: 200 persons (if the event is held indoors)
- Food style: cocktail prolonge (quotes to be requested from Residence staff and other caterers)
- Expected costs to include: food, drinks, dj, staff O/T
- Ideas: to include a presentation about BESA history; To offer appreciation awards to oldest/longest standing employees; to recognize previous students.

**3. General FPTA issues:**

- Next meeting will take place on **March, 2014** at **6 pm.**