

AAESS Parent Committee Minutes of Meeting No.8

13th March 2018 (5:00pm-6:00pm)

at Meeting Room, Upstairs of the Admin Building AAESS

List of Members of the Parent Committee: (in Alphabetical Order)

	Name	Attended	Apologised	Absent	Remark
1	Ahmed Al-Mukhani (AA) – Chairperson	X			
2	Ali Abdullah Al-Balushi (AB)	X			New Join
3	Aneesa Saif Al-Ketbi (AK)		X		
4	Caroline Reader (CR) - Clerk				
5	Dalia Mahmood (DM) – Deputy Chairperson	X			
6	Gamal Alusta (GU)			X	
7	Gill Robson (GR)		X		
8	John Jennette (JJ)	X			
9	Maha Rahrouh (MR)	X			
10	Mostafa Ahmed (MA)		X		
11	Renna Rasool (RR)		X		
12	Shiloh Harmitt (SH)			X	
	Total	5	4	2	

Excluded from Parent Committee (in Alphabetical Order):

	Name	Remark
1	Ali ALESSA	In accordance with the PC Charter
2	Daniel Daw	In accordance with the PC Charter
3	Deema Hamdan	In accordance with the PC Charter
4	Elwalid Ali	In accordance with the PC Charter
5	Fareeda Najeeb	In accordance with the PC Charter
6	Heba Soltan	In accordance with the PC Charter
7	Rachel Takriti	In accordance with the PC Charter
8	Syed Taqi Hussain	In accordance with the PC Charter
	Total	8

	Board Meeting Agenda Items	Actions
1.	<u>Opening & Introductions:</u>	
	Ahmed (AA)-Chair introduced Ali Abdullah Al-Balushi (AB) as a new member joining the Parent Committee. All welcomed Ali (AB)	Info.
2.	<u>Updates on PC Members and Officials.</u>	
2.1	<p>“Unused Seats” were flagged in the last meeting and concerned members were notified. Parent Committee did not receive any note of explanation for not attending meetings.</p> <p>In accordance with the Charter of the Parent Council the Parent Committee supported the exclusion of the eight (8) parents, listed above, from membership of the Parents Committee. The concerned positions are now considered available for other interested Parents to join in the Parent Committee.</p> <p>On behalf of the Parent Committee, Ahmed (AA)-Chair thanked the concerned eight (8) parents for their kind volunteering and wished that they will remain in contact with the Parent Committee and support its activities.</p>	<p>Info.</p> <p>Ahmed (AA) Chair</p>
2.2	The Parent Committee have vacancies and looking for interested Parents to join. Preference is given to Parents of “Secondary Stage” and “Sixth Form” to improve representation.	ALL
3.	<u>Review Last Minute of Meeting:</u>	
	Last minute of meeting was reviewed and accepted as written with no comments. It may be uploaded to Parents page in the school’s web site.	Clerk (CR)
4.	<u>Review Action Proposals and Tasks:</u>	
4.1	<p>A schedule was developed jointly with school to allocate dates, time, and attendances for each Parents-School discussion. There was good cooperation and support from all parties.</p> <p>The agreed schedule was issued to all PC members and concerned school staff along with an invitation to attend when possible.</p> <p>Two discussions were successfully conducted as following;</p> <ul style="list-style-type: none"> • Review Complaint Process in AAESS on 6th Mar. • Review Bus Operation in AAESS on 11th Mar. 	Info.
4.2	Ahmed (AA) - Chair provided brief feedback in the meeting. Summary notes are under preparation and will be released soon.	Ahmed (AA) Chair
4.3	The discussion were Productive and with team work spirit. The attendance of PC members should be encouraged to increase.	ALL

	Furthermore, need to encourage the practice of good preparation before the discussion in order to optimise discussion time and focus on important issues.	ALL
4.4	Ali (AB) shared his experience with Bus Service and some difficulties he faced at the start of academic year.	Info.
4.5	Maha (MR) and John (JJ) suggested changing of starting time of the next discussion “Improve Uniforms in AAESS” to be at 11am on the 20th Mar.	Ahmed (AA) Chair
5.	<u>Any Other Issue:</u>	
5.1	A quick visit was done to the Parent Committee page in the School Website. There is a need to update the Web Site with last Minute of Meeting and with documents from PC activities. Consider translating key documents to Arabic language.	Clerk (CR)
5.2	From his experience in previous years Ali (AB) suggested that during the month of Ramadan students should be kept in the same class and should not be separated in order to ensure the all students receive the same good level of teaching and attention. Teaching hours should be the same for fasting and non-fasting students. This suggestion was noted and it will be subject to more discussions within the Committee and with the school.	Info.
5.3	Ali (AB) highlighted that Parent Committee is not visible to other Parents and there are no boards to introduce and suggested to improve. Ahmed (AA) Chair stated this was highlighted by other Parents and there is a dedicated scheduled discussion to “Improve Awareness of PC within Parents, Teachers, and Students”.	Info.
	<u>Post Note:</u> The discussion is scheduled on Tuesday 24 April 2018, 10:00-11:00 am, At Board Meeting Room Upstairs of Admin Office	
5.4	Dalia (DM) discussed an enquiry from parents with the Deputy Head of Primary about details of weekly paths. The following was agreed; <ul style="list-style-type: none"> • Weekly paths will be more detailed starting from next term. • Will consider provide books for guided reading in addition to Raz-Kids. • Will consider sending home some samples of the student work to help parents supporting at home. 	Info.
5.5	Dalia (DM) discussed an enquiry from parents with the Deputy Head of Primary about how songs are selected for teaching in the school. The answer was: Songs & movies used for teaching in the school are selected by a special committee of teachers.	Info.
6.	<u>Date of Next Meeting:</u>	
	Tentatively selected to be Tuesday 24 April 2018 at 5:00pm	All