



# Parent Liaison Committee

Your chance to get positively involved...

The ABIS Parent Liaison Committee (PLC) is your opportunity to become actively involved in helping ABIS achieve its Mission. At ABIS our goal is to create the very best learning environment for our students. We understand that parents play a critical part in our success and the PLC is on way that you help.

If you want are prepared to give some time, thought & energy to supporting us here at ABIS, then this may be a way that you can contribute. If you are interested, please read through this leaflet and see if it could be something for you. If you have any questions or queries, please just get in touch with one of the Leadership Team, you know where to find us!

We promise that it won't take up too much time and that your commitment won't be abused! If you and your kids love the school and you would like to support us in our journey, then get in touch; we would love to hear from you.

## Overview of committee's role

The role of the PLC is to suggest, explore and help implement ways that the ABIS Community can support the school to achieve our Mission. PLC discussions are forward focussed and communal in nature with the goal of further improving the our children's experience of learning here at ABIS.

The committee membership will reflect the composition of of our student body and will be expected to be positively engaged members of our community.

## Committee Member Job Description

In order to give parents who are considering being involved a clear picture of the role we have put together a Job Description.

### **Overview**

All committee members should be focussed around assisting the school to achieve its mission. In the end, it is all about what is best for our student learning. The members will be expected to attend a minimum of 4 meetings a year.

### **Personal Attributes**

Committee Members should enjoy spending time at school and be supportive of the IB and the teaching methodologies that the school promotes. Committee Members should be happy to be role models in our community by providing active support for the main school events. Members should value interactions which are positive and collaborative in nature.

### **Time commitments**

Committee Members should attend as many school events as possible from all sections of the school.

### **Responsibilities**

PLC members should be role models in our community. By joining the PLC members are committing to:

- attend as many PLC meetings as possible (Max. 4)
- to be punctual, respectful and focussed in meetings
- encourage parents to follow the appropriate channels for dispute / discussion
- respect the different roles and responsibilities of the ABIS Board, Management and the Parent Liaison Committee

### **Confidentiality**

Some discussions within the the PLC may be confidential in nature. This confidentiality should be respected. Committee Members will never discuss specific individuals (students, parents or staff members) in a meeting.



## Composition of the Parent Liaison Committee

The membership of the PLC shall:

- Reflect the composition of the school population in terms of Omani & expatriate families
- Represent all sections of the school
- Include an appropriate gender balance
- Include an appropriate balance between parents and ABIS staff members

The Chair of the PLC will be a parent and will rotate between the International Community Section and the Global Section reflecting enrolment.

The Deputy Chair role will be filled by a senior member of the school's leadership team.

The Staff member of the PLC will be selected by the school leadership team by mutual agreement with the staff member.

Parent Term - normally 2 years.

For the first 2 year session, the composition will be as follows:

Position	Parent / Staff	Omani / Expat	Female / Male	ECC/Pri/Sec	Initial Term
<b>Chair</b>	Parent	Expat	Female	<i>Balance</i>	2 years
<b>Deputy Chair/Team Leaders</b>	Staff	Both	Both	NA	NA
<b>Member 1</b>	Parent	Omani	Male	<i>Balance</i>	2 years
<b>Member 2</b>	Parent	Omani	Female	<i>Balance</i>	2 years
<b>Member 3</b>	Parent	Expat	Male	<i>Balance</i>	2 years
<b>Member 4</b>	Parent	Expat	Female	<i>Balance</i>	2 years
<b>Member 5</b>	Teacher				2 years

## Member selection and meeting timeline

### Member Selection

By the end of **School Week 2** of the academic year, potential candidates for available positions will have had themselves know to the school's Leadership Team.

If there are two or more applicants for an open position then an online election process will take place with all parents being invited to vote. This vote will be anonymous. All parents who have registered their e-mail address with the school will be eligible to vote.

By end of **School Week 4** of the academic year, results will be announced in the Broadcaster.

### Meeting Timeline

In **School Week 6** of the academic year, Meeting 1 of the PLC will be held.

In **School Week 13** of the academic year, Meeting 2 of the PLC will be held.

In **School Week 14** of the academic year, Minutes of Meeting 1 of the PLC will be published on the Broadcaster.

In **School Week 21** of the academic year, Meeting 3 of the PLC will be held.

In **School Week 22** of the academic year, Minutes of Meeting 2 of the PLC will be published on the Broadcaster.

In **School Week 31** of the academic year, Meeting 4 of the PLC will be held.

In **School Week 32** of the academic year, Minutes of Meeting 3 of the PLC will be published on the Broadcaster.

**Before the end of the academic year**, Minutes of Meeting 4 of the PLC will be published on the Broadcaster.

## More information...

If you are interested in joining the PLC or have any questions just get in touch with one of the school's Leadership Team. They will be happy to answer any questions that you may have in this regard.

Don't forget to visit:

[www.abisoman.com/broadcaster](http://www.abisoman.com/broadcaster)