



# PCC Meeting Agenda & Minutes

**Purpose:**  
 Information Item I  
 Dialogue & Understanding U  
 Decision Required D  
 Action A

**Attendees:** Abdulla Al Khalifa, Elham Rajai, Khalifa Al Khalifa, Sam Kobeissi, Jenny McDonald, Felanie Mallare, Callie BushMiller, Kurt Nordness

**Apologies:** Mohammed Al Jamea,

**Date:** 10 October, 2017

**Time:** 2:00 pm

**Location:** Board Room

*Mission Statement - Riffa Views International School is a non-profit, college preparatory school committed to implementing the best educational practices from around the world, while being sensitive to local cultural values. We strive to be a community of learners engaged in becoming intellectually adept, technologically proficient, and ethically guided contributors to a global society.*

Leader	Agenda Item	Discussion / Decision
Kurt	Welcome Check-In	
PCC	Current Emerging Matters (20 mins)	<ol style="list-style-type: none"> <li>1. Academic challenge can be higher--many reasons for the situation. Need students to be more serious about their academic work.</li> <li>2. Consider highlighting, awarding, student performance.</li> <li>3. Create a school system for regular recognition of good work/good effort. Include goal setting and measuring progress on the goals.</li> <li>4. Students should also be recognized for good behavior and work to change the negative behavior to positive behavior.</li> <li>5. <b>Define RVIS student and what makes them unique.</b></li> <li>6. <b>Ensuring RVIS students understand essentials of local culture. Eg, currency and other.</b></li> <li>7. Teachers should expect a higher level of rigor when students are given options for homework.</li> <li>8. <b>School culture related to student behavior and teacher practice so every student has the opportunity to learn, is getting encouraged and break the cycle of labeling kids into a certain category, including bullying.</b></li> <li>9. Gifted and talented children, identify and nurture. Maybe look into an exchange program with local schools.</li> <li>10. Web-site, need more information, ie: IB program, details of PTP contact information for specific programs.</li> <li>11. Have e-mail for PTP or PCC e-mail.</li> <li>12. Need to encourage/push parents to participate in school events.</li> <li>13. Role model to instill leadership.</li> </ol> <p>Minutes of the meeting will be shared with the PCC members, but a report will be generated for the Board and another for the public.</p>

	Director's Report (15 mins)	
	Special Topic (30-mins).	<p>Kurt requested areas which high-lighted best aspects of RVIS, that could be discussed with BQA to show RVIS is an outstanding school:</p> <ul style="list-style-type: none"> <li>● Very highly qualified teachers, who are caring</li> <li>● Size of classes</li> <li>● Collaboration with ISS</li> <li>● Family feel - local neighborhood</li> <li>● Meeting and communication with teachers and leadership is very easy</li> </ul>
	AOB & Wrap Up.	<p>Requested observations about the meeting from PCC members after meeting ended:</p> <ul style="list-style-type: none"> <li>● Meeting was efficient and a good start.</li> <li>● PCC would like to have meeting with BOT.</li> <li>● Strategic planning insights to be shared with PCC.</li> <li>● Get RVIS web-site sent to companies in US - ie oil companies.</li> </ul>
	<b>Addendum</b>	<p>As discussed, the top voted topics (in bold) mentioned above in current emerging matters were relayed to the Board of Trustees in their latest Board Meeting on 17 October, 2017</p>