



Date of Meeting: Monday 24th June 2019

Time: 17.30h – 19.30h

Location: UWCM Secondary Classroom B1.05

Note: Parents, please register at Reception first

PC MEETING – Part I (17:30h – 18:15h)

Time	Topic	Reason for Discussion & Pre-reads (links to docs Team Drive)	Division / Delegation¹
17:30 -17:35	PC membership updates	Leavers; Election updates Introduction new PC members	All
17:35 -17:40	Updates from Subcommittees & Delegations		All
17:40 -17:50	Feedback from Board Meeting		All
17:50 - 18.15	Policies & Documents	<p><i>PC Review and Discussion</i></p> <ul style="list-style-type: none"> * Complaints Procedure_03Jun19 Review & discussion Complaints Committee * School Guide DRAFT_24Apr19 Review process & next steps <p><i>Brief updates on review status</i></p> <ul style="list-style-type: none"> * Care Plan 2019-2020 * MYP-DP transition criteria * Managback Usage Policy * UWCM high school diploma * MathUSee success evaluation request * Task Policy Secondary School_Apr19 * Formation Plan 2019-2020_Apr19 	<p>All</p> <p>Parents & Students</p> <p>All Secondary</p> <p>Staff Second. All Staff</p>

MEETING WITH SCHOOL LEADERSHIP TEAM (18:15h – 19:00h)

Time	Topic	Reason for Discussion & Pre-reads (links to docs Team Drive)	Division / Delegation¹
18:15 -18:20	Updates from SLT		All
18:20 -18:40	Policies & Documents	<p>Complaints Procedure_03Jun19 - review and discussion Complaints Committee</p> <p>School Guide DRAFT_24Apr19 - next steps</p>	All
18:40-18:55	Primary Staff Wellbeing	Feedback and Discussion on staff coaching sessions	Primary Staff
18:55 -19:00	Request for information sharing	<ul style="list-style-type: none"> * Communications Survey * IB audit 	Secondary Parents

PC MEETING – PART II (19:00h – 19:30h)

Time	Topic	Objective & pre-reads	Division / Delegation¹
19.00 -19.10	Debrief after meeting with SLT		All
19:10 -19:15	PC statute & PC internal regulations	PC to provide any desired input	All
19:15 -19:20	Academic Year Closure	Review remaining work for PC, final meeting, action points	All
19:20 - 19:30	Goodbye to school leaving PC members		All

¹ Division: Primary or Secondary Delegation: Staff, Parents or Students