

## Osaka International School Parent Advisory Council

### Introduction

**Osaka International School is a private, independent school managed by the Senri International School Foundation under the auspices of a Board of Directors and a Board of Trustees. As such it is not obliged to have any Parent Associations, (PTA or PAC), nor is it obliged to function under those terms and conditions that pertain to public school as well as private schools that issue stocks and shares.**

**Because the OIS school Administration values opportunities to work with Parents in order to improve school climate and assist in providing a quality education within a caring and safe environment, two Parent Associations do exist. One is the Parent Teacher Association, PTA, of whom all parents and teachers are members. The other is a smaller group, the Parent Advisory Council, (PAC), and the parents should represent the general Parent body and are able to bring issues to the administration as well as being asked to advise on some issues by administration. There is a set of By-Laws for each group.**

### **By-Laws of the Osaka International School Parent Advisory Council November 8<sup>th</sup> 2005**

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### **Article I: NAME**

The name of this association is the Osaka International School (OIS) Parent Advisory Council (PAC) located in Minoh City, Osaka, Japan. The PAC is organized under the authority of the OIS Administration, and should be representative of the parent body.

### **Article II: PURPOSES**

**Section 1.** The Objectives of the PAC :

- 1 To promote the welfare of children and youth in home, school, and community
- 2 To represent the Parents of OIS students and be a link between the school and parents so that parents, administrators and teachers may cooperate intelligently in the education of children and youth.
- 3 To help create a forum where parents can raise issues that concern the education of the students, in order to promote the growth and welfare of the students and of OIS.
- 4 To act as a sounding board for issues that are raised by the administration, and give advice as needed.
- 5 Assist OIS, where appropriate, with the development of "ACTION PLANS" for the continued development of the school.

### **Article III: BASIC POLICIES**

The following are basic policies of the OIS PAC.

- 1 The organization shall be noncommercial, nonsectarian, and nonpartisan.
- 2 The name of the organization or the names of any members in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the Objects of the organization.
- 3 The organization shall work with the school to provide quality education for all students and may seek to, or be sought out to, participate in the decision making process establishing school policy, recognizing that all final decisions are made by the OIS Administration as the ultimate authority under the authority given them by the Senri International School Foundation Board.

#### **Article IV: MEMBERSHIP**

1. Membership in the PAC shall be available without regard to race, color, gender, or creed. Affirmative Action policy may be used to seek representation of parents of different nationalities from a cross section of all school levels.
2. Any parent or guardian of a student of OIS is eligible for PAC membership
3. The number of Parents members shall be between 5 and 8.
4. PAC Members will be appointed by the PAC with the approval of the head of the school.
5. Administrators of OIS will be members of PAC, although they may not attend all meetings.
6. PAC members only shall be eligible to participate in business meetings
7. All members must abide by the policies and purposes of OIS PAC., otherwise they may be asked to step down.

#### **Article V: MEETINGS**

- 1 Meetings of the PAC shall be held two times per term during the school year, one business and one general meeting.
- 2 Other Meetings for all parents, relating to the work of the PAC, (for example, explanation of curriculum or school policy) may be called during the school year.
- 3 Meetings will have a set time limit, decided upon by each new PAC.
- 4 Meeting protocol will be agreed to by the PAC and an Agenda will be drawn up by the Chair in consultation with the head.
- 5 Meetings will be conducted in English with provision for some to speak in a language other than English.
- 6 Basic school policies such as communication and confidentiality will be followed by the PAC members.
- 7 Meeting Minutes should be approved by the PAC before distribution.
- 8 The PAC Chair will preside at Open Meetings.

#### **Article VI: COMMITTEES**

- 1 The PAC may create such standing committees, as it may deem necessary to promote the PAC Objectives and carry on the work of the PAC
- 2 The chair of each standing committee shall present a plan of work to the PAC for approval. No committee work shall be undertaken without the consent of the PAC.

**Article VII: AMENDMENTS:**