

The Orchid School
Parent Teacher Association- Executive Meeting
2023 - 2024

Date: 30th September 2023

Time: 04:30 pm

Venue: Conference Room

Agenda:

- Update on Admission and Staff Status as on date
- Updates of all the Ed tech programs
- Introduction of Self-Assessment- SQAAP to the parent body
- Update on the upcoming important dates for different school activities.

Members Present:

School Representatives:

1. Ms. Sangeeta Kapoor – Principal
2. Ms. Atreyi Saha – Vice Principal
3. Mr. Sunil Kale – Admin Unit Head

Parents:

4. Lead Parent – Ms. Sweta Agarwal
5. Lead Parent – Ms. Supriya Khanolkar
6. Class I – Ms. Duhita Deshmukh
7. Class VII – Ms. Sonal Soundankar
8. Class VIII – Ms. Divya Gupta
9. Class IX – Ms. Suvarna Mahashabde
10. Class X – Mr. Prasad Sheth
11. Class XI – Mr. Anand Kothari
12. Class XII – Ms. Madhurima Majumder

Teachers:

13. Class IV – Ms. Kamini Mistry

Minutes of the Meeting:

- Principal Ms. Sangeeta Kapoor welcomed all the members present.
- The agenda for the meeting was shared with all members.
- The admission status was also shared with the members.

- The staff status was shared with the parents. It was shared that this academic year the salary for the staff has been revised to bring it closer to 7th pay scale salary.

- The parents were updated about the progress of the various paid ed tech programs the schools had opted for this year for the students:
 - Rhapsody
 - CS Soch
 - Eduten
- A short video followed by discussion on each ed tech program was presented. Parents appreciated the different programs as each one meaningfully catered to various age groups.

- Ms. Sangeeta informed the members about the school's decision to rescind its contract with academic ERP Edu-tive and instead exploring Edunext Technologies. It was due to the incapability of Edu-tive to design the assessment module as per our needs within the stipulated time period.
- She apprised the parents of the Edunext modules currently used by the school and the modules which the school is further exploring.
- Parents requested if the notification message could be added as a feature as that would alert them on receipt of a message in the Edunext parent app.
- Saideep Kavidi, IT Head gave a demo of the iPad to the parents and showed how the device will be used in the different classes by the teachers. Ms. Sangeeta informed the parents of the training program that teachers have undergone to use the device effectively in class.
- She also informed about the school exploring on the plans for 'Bring Your Own Device' scheme for the students wherein the students from Term II onwards would be asked to get their laptops / tablets for educational purposes. This would be on a trial basis.
- Parents appreciated the idea as this would make the teaching learning process more engaging and meaningful.
- Ms. Sangeeta shared the detailed list of training programs undertaken by the academic staff in AY 23-24 till date.
- She shared the details of 'School Quality Assessment and Assurance Framework' a mandatory requirement by all CBSE schools. She apprised the parents that as an integral part of the school community, the parent body is also expected to give feedback regarding the school working and programs. She informed them that later the school would approach them for the same as the school was embarking on this important journey of self-assessment.
- Parents were apprised of the dwindling attendance every Saturday and thus the school has decided on conducting online school one Saturday of every month. This would help students attend school from home as well as familiarize students and teachers with the online teaching mode.
- The upcoming important dates like Class I and XI admission dates were shared with the parents. She also shared various other dates of the respective domains with the parents.
- The next meeting date i.e 28th October 2023 was shared. The time mutually decided is 11:00 AM.
- Lastly, the forum was open for parents to express their opinion or pose questions.
- There was a brief discussion of monthly assessment as some students and parents were finding the same very cumbersome in terms of planning their vacation around it.

- At the same time two parents have appreciated and expressed the feedback of other larger group of parents stating that the structure of monthly assessment has reduced the stress and students are finding it easy to manage with learning.
- Sangeeta di informed about the objectives of modifying this structure and shared the effectivity on a broader spectrum.
- The meeting concluded with a vote of thanks.