

**The Orchid School  
Parent Teacher Association- Executive Committee Meeting  
2021 – 2022**

**Date: 08<sup>th</sup> April 2022**

**Venue: Conference Room**

**Time: 4:00 p.m.**

**Agenda:**

- **Closure Meeting for AY 2021-22**
- **Selection of Lead Parent Representative for AY 2022-23**

**Members Present:**

**School Representatives:**

1. Ms. Lakshmi Kumar – Board Representative
2. Ms. Sangeeta Kapoor – Principal, Ex- Officio Secretary
3. Ms. Atreyi Saha – Vice Principal

**Parent Representatives:**

1. Ms Manasi Pinge
2. Mr Rahul Majumder
3. Mr Anant Saurabh
4. Mr Ashish Kulkarni
5. Ms Prachi Gupta
6. Mr Sagar Shinde
7. Ms Madhurima Majumder
8. Ms Mahima Bhagwat

**Teacher Representative:**

1. Ms Jyotsana Kaul
2. Ms Chandrani Dam
3. Ms Manali Sheth
4. Ms Manish Agarwal
5. Ms Purva Gangrade

**Points discussed:**

- Principal Sangeeta Kapoor welcomed all the parents to the PTA Meeting.
- She invited all PTA members to participate in a pair ice breaker activity where in each member shared details about themselves with the other member.
- The committee members then shared their experience participating in this activity.
- Principal Sangeeta Kapoor then shared the admission status for the Academic Year 2022-23.
- She stated the details of Grade XI admission. She mentioned the details of the multiple rounds of admission done till date and the future dates for reference too.
- The committee was apprised of the current staff status.

- She gave details of the staff appointed by the school since November 2021; followed by the staff who have applied for resignation from the AY 2022-23. She pointed that except for 1 employee who has stated “Seeking better job opportunities” the rest of the staff who had applied for resignation had reasons pertaining to health or family realities.
- The list of other staff requirements that the school had identified for the Academic Year 2022-23 based on the fact that the school was resuming the offline mode was also shared with the committee.
- She urged the PTA parent members to suggest prospective candidates in case if they knew any suitable candidate in Administration.
- The fee reconciliation for Academic Year 2021-22 was shared with the committee. She pointed out that most of our parent community has paid the installments in time and barring few the school was able to get most fees on time.
- She informed the PTA members of the new initiatives the school would undertake under the guidance of NEP 2020:
  - CS Soch – A program based on Critical Thinking for grades II and III
  - Eduten Playground – A math-based gamification program for grades IV, V, VI.
- The committee was informed that the school would continue the hybrid model of teaching in AY 2022-23.
  - Classes I to V – Offline School days would be from Monday to Friday.
  - Classes VI to XII – Offline school days would be Monday to Friday; online school days would be Saturday.
- She informed the parents that the school had introduced a RFID based Identity card system for the students.
- She mentioned that in AY 2022-23, the school would consciously promote the indigenous fabric ‘Khadi’. Hence the school would be introducing Khadi Day for classes VI to XII once a week.
- She also mentioned that for Classes I to V; “Dress As you Like day” was reintroduced.
- She stated that as per the survey done for girls’ uniform, it was decided that they would be given an option to select between skirts, shorts and trousers.
- The committee was informed that the school had noticed learning gaps in all levels since students started attending offline school. Principal mentioned that the school have made plans to tackle the same thus making an effort to bridge the gap of learning.
- She apprised the committee of the new Awards ceremony pattern the school had instituted both for students and staff.
- She informed the committee of the new catering services the school had engaged with as a pilot project. Tiffin Journey was selected over the rest for the nutritious value and the hygienic way in which the food is packed and served. Depending on the pilot program in April 2022, the school and vendor would decide on continuing it from June’22.
- Lead Parent Manasi Pinge suggested that the school could look for introducing a coupon book system for the vendor to know of the minimum number of food packets which would be sold daily.

- Principal mentioned that the school was keen in appointing a Security Officer from AY 2022-23 as the school had discontinued the IS2 identity cards. This would ensure tighter security for the students and staff.
- She informed the committee that the school had decided to continue the services of BVG for Housekeeping, as it was found to be satisfactory till now.
- Parent Ashish Kulkarni mentioned that many parents had approached him to speak to the school on behalf of the parking issue they face while picking up their wards from school.
- Director Lakshmi Kumar mentioned that as the Metro work was on, the traffic situation was bound to get worsened. She mentioned that the parents should opt for School bus facility.
- Lead Parent Manasi Pinge also mentioned that if the transport services could be looked into. She stated that the current contractor was charging exorbitant rates for pick up and drop to school.
- Director Lakshmi Kumar and Principal Sangeeta Kapoor ensured the committee that the school would look at alternative vendors for transport for the next AY 2022-23. Principal Sangeeta Kapoor mentioned that the changes if any would be from Term 2 of the year.
- Principal Sangeeta Kapoor informed the committee that the school would be printing the publications it had been doing pre-Covid years.
- She mentioned that as a regular feature the school would now be printing the compendium on 9Days 9Stories project, which would be released on International Women's Day.
- She also briefed the committee of the new and updated Brochure and Brochure Annexure the school had printed.
- She informed the committee of the Annual theme for the AY 2022-23: To C3, Be C3— To combat climate change, become climate check champion. She mentioned that conscious changes in one's behavior could make a difference to the depleting conditions of climate. Thus, the school would have this as the theme for the next AY2022-23.
- She stated that the enrichment activities were mapped for the whole school. The whole mapping would be released on website in e-version.
- She further reiterated that all the concerts would be organized in the physical form.
- She mentioned that the school would be organizing Domain wise 3 sports days in AY 2022-23. This was planned considering the Board Exam pattern, as the Sports day would be separate for junior and senior classes.
- The school would organize a higher education and career guidance fair in the month of August inviting various universities for the guidance of the students.
- She informed that as part of resume building effort for Classes VIII to XII, future readiness skill courses had been mapped and would be taught to the students.
- The school would be reintroducing the Golden time / hobby classes for Classes VI and VII from AY 2022-23.
- She informed that the school Founders' Day celebration in August would resume in physical form. The tentative dates would be 6th to 8th August. The school would also conduct TEDx and Youth Summit in the same month for students of Secondary and Sr Secondary Domain.

- She informed that due to Covid the school had temporarily changed the format of the student leadership council; but from AY 2022- 23; the school would reinstate the earlier pattern of SLC.
- Some other pertinent initiatives the school would undertake would be full staff training in the month of June 2022, before school reopens for students. The staff retreat would be organized in the month of September.
- She informed that student learning journeys would resume in the coming academic year. Currently the school was in talks with organizations who have learning journeys for students in Secmol, Kutch, Hampi.
- The committee was apprised that the twinning program with Grampari & Wablewadi ZP school would continue. The school was exploring some other schools like GEMS Ahmedabad. The possibility to reboot the exchange with Sweden was being explored. The school is also looking for the possibility with other countries.
- She informed that the teacher exchange would continue with our SMC and twinning partners.
- She thanked each one for being so dedicated towards their role in the committee. The committee unanimously selected Rahul Majumder as the Lead Parent Representative for AY 2022-23.
- Director Lakshmi Kumar and Principal Sangeeta Kapoor thanked each member for being present for the PTA Closure Meeting of AY 2021-22.