

## **Minutes of the PTA GBM Meeting – 2015 - 2016**

### **Formation of PTA Executive Committee for the Academic Year 2015 - 2016**

**Date: 20<sup>th</sup> June 2015**

**Members Present:**

**School Representatives:**

1. Ms. Lakshmi Kumar – Director and the Board Representative
2. Ms. Namrata Majhail – Principal, Ex- Officio Secretary
2. Ms. Sangeeta Kapoor – Vice Principal
3. Mr. Matin Shaikh – Admin Head
4. Ms. Baishaki Bapat – Assistant Administrator

**Parents:**

5. PTA executive members 2014 – 2015 – Ms. Deepa Mahale
6. Parents – Classes I to X

A circular regarding the PTA – GBM was sent to all parents of STD. I to X on 15th June 2015.

Shikshan Mandal and Zilla Parishad were informed on 19<sup>th</sup> June to invite their representative for the PTA – GBM.

**Agenda:**

- Overview of PTA body – its role and function
- Sharing by outgoing Executive Committee Members
- Election and Formation of incoming Executive Committee Members

**Minutes of the Meeting:**

1. Ms. Namrata Majhail (Principal), as the ex- officio Secretary of PTA, conducted the PTA – GBM and welcomed all the members present. She announced the agenda for the meeting.

2. Ms. Namrata Majhail gave an overview about the PTA body to all the parents. A presentation was shown to take them through the roles and responsibilities, process and selection procedures of the PTA executive body. The PTA will also double up as the School Managing Council, as per the RTE act requirement. Representatives from the PTA committee will be part of two sub committees – Transport Committee and RTE Admission Committee.

3. The member of the outgoing committee Mr. Prasad was requested to share his experience to help the members present, understand the process and the engagement that is required by them as the member of the PTA.

He has shared about the experience in terms of number of meetings attended, the agenda of those meetings, he being the part of the committee for recruitment of teachers and the part of the special invitees for the mega events like Founders' Day celebration.

#### **Queries addressed -**

4. Ms. Namrata Majhail and Ms. Lakshmi Kumar addressed some queries that parents had regarding PTA. Lakshmi Kumar mentioned that all school related matters are taken up in the PTA.

#### **Election of incoming PTA Executive Committee -**

5. The PTA Executive Committee selection happened through parents volunteering at all levels from Class I to X. If there were more than one volunteer, then name was picked by lottery system. The selection and formation of incoming committee happened in a democratic fashion.

#### **The PTA Executive Committee 2014- 15 consists of the following members:**

- Director as the Board Representative
- Principal
- Vice Principal
- 1 lead PTA member
- 10 newly elected members
- 10 Teacher representatives
- 2 Admin Representatives

There are two subcommittees:

1. Transport
2. RTE admission panel

The newly selected members are as follows:

1. Class I Pearl – Mr. D Srinivas
2. Class II Beige – Mr. Jitendra Patel
3. Class III Periwinkle – Mr. Makarand satarkar
4. Class IV Saffron – Ms. Utpal Patil
5. Class V Sapphire – Ms. Savita Jundale
6. Class VI Purple – Ms. Charu Srinivas
7. Class VII Ochre – Mr. Ravi Desai

8. Class VIII Lilac – Ms. B. Pandhare
9. Class IX Scarlet – Mr. Vyankat Krishnan
10. Class X Cobalt – Mr. Sonia Prasad

One lead PTA member from the old committee is:

1. Class IX – Ms. Deepa Mahale

There are 50% female members and 50% male members as per the State norm.

6. In case a PTA Executive Committee is unable to continue his / her term and resigns or steps down before first term, a new member from the back team will be selected from that level.

7. Meeting concluded with a vote of thanks. The next PTA meeting will be announced shortly.