

# ***THE ORCHID SCHOOL***

## **Parent Teacher Association- General Body Meeting**

**2021 - 2022**

**Date:** 19<sup>th</sup> June 2021

**Time:** 10:00 am

**Venue:** Online Platform - Zoom

### **Agenda:**

- Overview of PTA body – its role and function
- Announcement of the Lead Parent Representative
- Formation of PTA Executive Committee

### **Members Present:**

#### **School Representatives:**

1. Ms. Lakshmi Kumar – Director
2. Ms. Sangeeta Kapoor – Principal
3. Ms. Atreyi Saha – Vice Principal

### **Parents:**

1. PTA executive member Lead Parent 2020-21 – Ms. Manasi Pinge
2. Parents – Classes I to XII

### **Minutes of the Meeting:**

- Ms. Sangeeta Kapoor, Principal, welcomed all the members present.
- The agenda for the meeting was shared with all members.
- Ms. Sangeeta Kapoor gave an overview about the school and explained the process that was followed to call for a General Body Meeting.
- Members were briefed about the PTA body in terms of structure, the process of formation of executive committee, the roles and responsibilities of members of executive committee and the terms of termination so the parents get the clarity before being the part of the committee.
- The members were informed about the functioning and decision making process by the committee members.

- Ms. Lakshmi Kumar, Director further elaborated on the role and responsibilities of the PTA committee.

#### **Formation of PTA Executive Committee -**

- The Lead Parent from previous year committee was announced. Ms. Manasi Pinge parent of Class VI will be the lead parent.
- The PTA Executive Committee formation happened through parents volunteering at all levels from Classes I to XII.
- 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 whole process was video recorded.

#### **The PTA Executive Committee 2021- 22 consists of the following members:**

- Director – As the representative from the Board
- Principal – Ex Officio Secretary
- Vice Principal
- 1 lead PTA member from previous PTA
- 12 newly elected members from Classes I to XII
- 12 Teacher representatives nominated by TOS Management

The newly selected members are as follows:

#### **Parent Representatives**

- Class I            Mr. Sagar Shinde
- Class II           Mr. Rahul Majumdar
- Class III          Mr. Anant Saurabh
- Class IV          Ms. Anindita Banerjee
- Class V           Ms. Nirmita Dingore
- Class VI          Mr. Ashish Kulkarni
- Class VII         Ms. Mahima Bhagwat
- Class VIII        Ms. Shraddha Rathi
- Class IX          Mr. Sadanand Patil
- Class X           Ms. Madhurima Majumder
- Class XI          Ms. Prachi Gupta
- Class XII         Ms. Vrunda Deshpande

#### **One lead PTA member from the old committee is:**

Class VI- Ms. Manasi Pinge

- The second name from each class level was also selected for future substitution if in case of any withdrawal of members.
- The names of second members are as below-
  - Class I Ms Divya Gupta
  - Class II Ms Neha Khandelwal
  - Class III Mr Chandrashekhar Thakur
  - Class IV Ms. Taru Kharya
  - Class V Ms. Gayatri Routh
  - Class VI Ms Supriya Khanolkar
  - Class VII No volunteer
  - Class VIII No volunteer
  - Class IX Ms. Pallavi Bahekar
  - Class X No volunteer
  - Class XI Ms. Ritu Mahajan
  - Class XII No volunteer

#### **Teacher Representatives:**

- Class I Ms. Manali Sheth
  - Class II Ms. Divya Sabharwal
  - Class III Ms. Pallabi Mohapatra
  - Class IV Ms. Geetima Bora
  - Class V Ms. Chandrani Dam
  - Class VI Ms. Reeny George
  - Class VII Ms. Purva Gangrade
  - Class VIII Ms. Jyotsna Kaul
  - Class IX Ms. Manisha Agarwal
  - Class X Ms. Sanjukta Sen
  - Class XI Ms. Shilpa Ghadge
  - Class XII Ms. Aarti Nerkar
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- Few parents asked in the meeting regarding the CPV selection.
  - Director Lakshmi Kumar stated that CPV group was not entirely functional during the pandemic as per the role envisaged for them, hence instead the school had introduced the 3 Parent (Musketeer) model, wherein parents from every class could volunteer to share their expertise in the form of workshop or webinar with the students.
  - Meeting concluded with a vote of thanks.