

The Orchid School
Parent Teacher Association- Executive Meeting
2024-2025

Date: 6th July 2024

Time: 09:00 am

Venue: Conference Room

Agenda:

- Orienting PTA Members with the School Systems
- Formation and introduction of various committees
- Highlights & Updates

Members Present:

School Representatives:

1. Ms. Sangeeta Kapoor – Chairperson
2. Mr. Devang Shah- Vice Chairperson
3. Ms. Atreyi Saha – Secretary
4. Ms. Akshita Goyal- Joint Secretary
5. Mr. Matin Shaikh – Admin Unit Head
6. Mr. Bhairavnath Godase – Accounts Head

Parents:

7. Class I – Ms. Gayatri Katkojwar
8. Class II – Mr Bhashkar Vaidya
9. Class IV – Dr. Suvid Nadkarni
10. Class V – Ms. Ragini Angarkar
11. Class VI – Ms. Deepali Tarar
12. Class VII – Mr. Hari Velayudan
13. Class VIII - Mr. Siddharth Salunke
14. Class IX – Mr. Vinu Lal
15. Class X – Mr. Amit Gangrade
16. Class XII – Ms. Maithili Sathe

Teachers:

17. Class I – Ms. Sunitha Namboodri
18. Class II – Ms. Rupali Jagtap
19. Class III – Ms. Anagha Phadtare
20. Class V – Ms. Chandrani Dam
21. Class VI – Ms. Reeny George
22. Class VIII – Ms. Rinku Goyal
23. Class XI – Mr. Parag Tambe
24. Class XII – Ms. Neelam Narbariya

25. Lead Parent – Mr. Dheeraj Agarwal
26. Lead Parent – Ms. Niyati Shah

Minutes of the Meeting:

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

- **Staff Status –**
 - The as on date staff and vacancy status was shared in the meeting.
- **Admission Status –**
 - The admission status was also shared with the members. It was mentioned that in the current year the school had not yet admitted the RTE students in Grade I as the final verdict on applicability of RTE rules on private schools was still under litigation.
 - It was also mentioned that in Class IX, currently 17 seats were available as many RTE students withdrew their admission owing to withdrawal of the policy from this level.

- **Founders' Day –**
 - The principal highlighted about the upcoming events in the month of August on occasion of the Founders' Day.
 - She mentioned that the school will be completing 20 glorious years and thus the school had planned an array of events.
 - All PTA members were cordially invited to attend these programs.

- **Furniture Updates –**
 - The principal shared about the classroom furniture status and mentioned that with the completion of Phase I of the project, the school would prepare for Phase II of the project wherein the school library would be refurbished.

- **Literacy Modules –**
 - Members were apprised of the Literacy modules conducted for Grade XI in the month of June 2024.

- **Selection of PTA Members for Various committees in School –**
 - She then announced the different committees wherein Parent and Teacher PTA members were required.
 - To select the PTA representative for various committees, members were oriented about objectives, structure and functioning of the committees in the school.
 - The members were asked to volunteer to be part of the committees as per the norms.
 - The names of the members who will be the part of various committees are given below-

- **School Management Committee:**
 - Parent Representative:
 - Dr. Suvid Nadkarni

- Mr. Bhashkar Vaidya
- Teacher Representative:
- Ms. Anagha Phadtare
 - Ms. Rinku Goyal

- **Transport Committee:**

- Parent Representative:
- Ms. Gayatri Katkojwar
 - Mr. Vinu Lal
- Teacher Representative:
- Ms. Reeny George
 - Ms. Chandrani Dam

- **Internal Complaint Committee:**

- Parent representative:
- Ms. Akshita Goyal
- Teacher representative:
- Ms. Rupali Jagtap

- **Protection of Child from Sexual Abuse:**

- Teacher representative:
- Sunitha Namboodri

- **Behavior Violation of Grave Concern Addressing Committee:**

- Parent representative:
- Ms. Deepali Tarar
- Niyati Shah, representative from Grade X informed the school to verify the voting system used for school student leader elections for the possibility of any technical errors. Principal assured that the matter would be looked into.
 - The members were apprised about the GR given by the state government wherein it was directed that schools should begin from 9 am for classes I to IV. The order also stated that incase any school had any reasons to not follow the order, should send in an application to the DEO stating the reason for non-adherence.
 - The school had promptly sent a letter to the DEO stating that the school would continue with the 8:00 am school timing due to the following reasons:
 - Working Parents prefer early morning school timing as it is convenient to drop off the child to the school or bus before their office hours.
 - Parents having more than 2 wards found it easier to drop both at the same time at school as differed timing would mean additional arrangements to drop of the younger child.
 - The school is located very close to Balewadi Phata on Baner Road. As this is the road which leads to the highway and Hinjewadi, there is always heavy traffic especially due to the office goers timing.
 - Adding to this is the ongoing metro work, due to which there is perennial traffic on the roads. Currently the school can avoid this traffic due to the 8:00 AM school timings, however if the timings shift to 9:00 AM, the school students would encounter heavy traffic on the roads.

- It was mentioned that the PTA Executive Committee of AY 2023-24 had preferred to continue with the 8:00 AM school timing.
- She asked the committee once again to share their views on the same and all parents unanimously stated that the current school timings of 8:00 AM is most convenient for them.
- PTA member Deepali Tarar mentioned that parents are finding it difficult to share the home assignment details with the kids as some are in the office or else they have to hand over the phone set to them which is more of a distraction. Parents requested for the solution. They were assured that the matter will be discussed and communicated with the modified plan. The option of writing the home assignment in the notebook will be explored.
- The meeting concluded with a vote of thanks.