Pradnya Niketan Education Society's

THE ORCHID SCHOOL

S. No. 80/1/2/1, Baner Mhalunge Road,
Baner, Pune : 411 045. Maharashtra, INDIA
Tel. : +91-20-67116711
www.theorchidschool.org
contactus@theorchidschool.org

The Orchid School

Parent Teacher Association- Executive Meeting

2026-2027

Date: 13th June 2026 **Time:** 09:00 am **Venue:** Conference Room

Agenda:

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

Mr. P.D Malikner	**Trustee**	**Management Representative**
Dr. Namrata Majhail	**Director-Principal**	**Chairperson**
Ms. Sonali Khambete	**Vice Principal**	**Vice Chairperson**
Ms. Roshni Gupta	**Parent**	**Lead Parent- EPTA**

Teacher EPTA Representatives

• Class I	• Ms. Steffi Joseph
• Class II	• Ms. Sonal Shah
• Class III	• Ms. Jacquelin Pawar
• Class IV	• Ms. Aparna Bapat
• Class V	• Ms. Lekha Kulkarni
• Class VI	• Ms. Barkha Sharma
• Class VII	• Ms. Arti Sigh
• Class VIII	• Ms. Purva Gangrade
• Class IX	• Ms. Bhagyashree J
• Class X	• Ms. Rutika Bhatlawande

THE ORCHID SCHOOL PUNE BANER

• Class XI	• Ms. Meenal Muley
• Class XII	• Ms. Monika Gupte

Parent EPTA Representatives

Class Level	Name of the main Parent Member	Designation in Executive Committee
Class I	Mr. Aditya Ghotane	EPTA member
Class II	Mr. Pankaj Sharma	EPTA member
Class III	Mr. Jayash Jagtap	EPTA member
Class IV	Ms.Kalindi Khandekar	EPTA member
Class V	Mr.Manish Sinha	EPTA member
Class VI	Mr.Suvid Nadkarni	EPTA member
Class VII	Mr.Kaushal Sanghavi	EPTA member
Class VIII	Ms. Komal Pendurkar	EPTA member
Class IX	Ms. Swetha Dommeti	EPTA member
Class X	Mr.Praveen Shinde	EPTA member
Class XI	Ms.Smita Jagathkar	EPTA member
Class XII	Mr. Manoj Despande	EPTA member

Minutes of the Meeting:

- Director-Principal Dr. Namrata Majhail welcomed all the members present.
- The agenda for the meeting was shared with all members.
- Namrata di shared the list of various school committees and their roles and responsibilities.

- **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.
  - Members were invited to volunteer for the various committees as per the prescribed norms. Where the number of volunteers exceeded the available positions, members were selected through a transparent chit-drawing process.

THE ORCHID SCHOOL PUNE BANER

Majhail

- The names of the members who will be the part of various committees are given below-

School Management Committee:

The School Management Committee (SMC) serves as a collaborative platform that fosters effective communication and cooperation among school leaders, parents, teachers, community representatives, and students. Its primary objective is to strengthen the quality of school program and create an environment that promotes improved student learning and overall achievement.

Director Principal
Ms. Namrata Majhail

Vice Principal
Ms. Sonali Khambete

Admin Unit Head
Mr. Matin Shaikh

Parent Representative:
a. Mr. Kaushal Sanghavi
b. Mr. Manoj Deshpande

c. **Teacher representatives**
a. Ms. Purva Gangrade
b. Ms. Monika Gupte

Transport Committee:
Committee ensures the safe, efficient, and reliable transit of students to and from school. It monitors regulatory compliance and safety protocols for drivers, attendants, and students in a timely interval.

Admin Head
Mr. Matin Shaikh

Parent Representative:
a. Ms. Roshni Gupta
b. Mr. Praveen Shinde

Teacher Representative

a. **Ms. Lekha Kulkarni**
b. **Ms. Rutika** Bhatkhande

Internal Complaint Committee (POSH):
The School POSH/Internal Complaint Committee is responsible for ensuring a safe, respectful, and inclusive environment for all female employees and students in accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act).

Director Principal

Ms. Namrata Majhail

Vice Principal

THE ORCHID SCHOOL PUNE BANER

Ms. Sonali Khambete

Parent representative:
a. Ms.Kalindi Kalamkar

Teacher representative
a. Ms. Aparna Bapat

Counselor
a. Ms. Priyanka Salagare

HR Head
Ms. Shirley Fernandes

Protection of Child from Sexual Abuse (POCSO):
The Committee works towards safeguarding students from sexual abuse, harassment, and exploitation. It ensures a safe, child-friendly environment and enforces a strict, prompt protocol for reporting and addressing any incidents of misconduct.

Director Principal
Ms. Namrata Majhail

Vice Principal
Ms. Sonali Khambete
Parent representative
a. Ms. Komal Pendurkar
Teacher representative:
a. Ms. Sonal Shah
Counselor
a. Ms. Priyanka Salagare
Unit Head
a. Ms. Amarpreet Kotkar
Head Boy- Mast. Palash Jain
Head Girl- Ms. Kavya Chakraborty

Behavior Violation of Grave Concern Addressing Committee:
This committee handles any "Behaviour Violation of Grave Concern" to ensure an immediate, legally compliant, and structured response. These specialized committee step in when a student's or staff member's behavior breaches safety protocols or severe codes of conduct.

Director Principal
Ms. Namrata Majhail

Vice Principal
Ms. Sonali Khambete
Parent representative
Mr. Suvid Nadkarni
Counselor
Ms. Priyanka Salagare

THE ORCHID SCHOOL PUNE BANER

Points discussed:

- Director-Principal highlighted that the school's **CBSE SQAA score of 9.3 in 2026** reflects the institution's sustained commitment to quality and continuous improvement. She noted that this achievement represents a 35% improvement over the past three years and has earned the school recognition on the CBSE national platform.
- She shared the exemplary board results of class X and XII and growth in the new enrollments in class XI reflecting the increase in community trust and institutional reputation.
- List of academic programs were shared with the EPTA emphasizing the need of skills beyond traditional classrooms.
- Dr. Namrata Majhail shared that **'Dharohar'** has been selected as the theme for the upcoming Founders' Day celebration. The EPTA members were also apprised that Sneha Shankar will be the featured artist performer for the event.
- The Director- Principal emphasized the importance of aligning literacy and numeracy through experiential learning and progressive competency building. She highlighted the need to strengthen foundational skills by integrating hands-on, real-world learning experiences for the preprimary domain.
- It was stated that each activity included in the academic calendar is purposefully designed to progressively build student competencies. She emphasized that this structured progression ensures holistic student growth and supports meaningful, age-appropriate learning experiences.
- The Director- Principal informed the members that LogIQids, CS Soch, Eduten, and STEM-based learning programs were implemented across Grades I–IV, supported by continuous monitoring of student progress and active collaboration with parents to strengthen learning outcomes.
- A structured support system comprising remediation cycles, small-group reinforcement, and parallel support programs was implemented to bridge learning gaps through differentiated and multisensory methodologies for the primary domain students.
- Three targeted programs — Asset Assessment, Mylein Assessment, and Open Door Assessment — have been implemented for Classes V–VIII to strengthen competency-based assessment across English, Mathematics, and Science.
- For the students of Senior Secondary domain programs such as Future Fluencies, Path 2 Possibilities, Internship Fair, and the TED-Ed Club have been designed to prepare students for a rapidly changing world by fostering essential future-ready skills, developing a sense of purpose, and enhancing real-world readiness.
- It was emphasized that a rich blend of leadership, cultural, artistic, and global learning opportunities is being provided to nurture well-rounded, engaged, and socially responsible students.
- It was proposed that future meeting invitations be shared through Google Calendar. The suggestion was accepted and agreed upon by all members present.
- An Invite was extended to all PTA members for the three days celebration of the 22nd Founders Day.

- The meeting concluded with a thanking all the members for being a part of EPTA.

Namrata Majhail
Director-Principal

THE ORCHID SCHOOL * BANER * PUNE