

PICT Model School

Meeting of Executive Committee of PTA

VENUE : Habitat – PICT Model School

Date : 06.06.2018

Time : 9.00 a.m

Agenda:

1. Welcoming the members of the Executive Committee.
2. Introduction of the members of the Executive Committee.
3. Reading the Act, 2011 and the Rules made there under.
4. Constitution of the Executive Committee.
5. Adoption of Bye laws of the PTA of PICT Model School.
6. Opening an account with Janata Sahakari Bank, FC Road Pune in name of 'Parent Teacher Association of PICT Model School'.
7. The First Annual General Body Meeting in June 2018.
8. Vote of thanks.

1 & 2. Welcoming Members and Introduction of members:

Dr. Pampa Chaudhuri, Chairperson of PTA of PICT Model School, began the meeting by introducing each member of the PTA. She explained the process of the selection of the members of the PTA. Chairperson informed the members that SMC members had been involved in the draw of lots and the entire process was very transparent.

3. Reading the Maharashtra Educational Institutions (Regulation of Fee Act, 2011

The Fee Regulation Act and rules were also discussed. The members scanned and went through the Fee Regulation Act. They were informed that the link to FRA will be shared through Beacon.

4. Constitution of Executive Committee

All the parent Executive Committee office bearers were selected through a draw of lots.

The Chair Person asked the parents, if the absentee parents' names also should be added in the chits, to which Mrs Bharat suggested not to add their names as they had no idea if those parents would be interested or not. Following are the office bearers of Ex. Committee of PTA.

- | | | |
|---------------------|---|---------------------------|
| 1. Chairperson | - | Dr. Pampa Chaudhuri |
| 2. Vice Chairperson | - | Ms. Rajashree Suryawanshi |
| 3. Secretary | - | Ms. Jaya Swami |
| 4. Joint Secretary | - | Ms. Amruta Patwardhan |
| 5. Joint Secretary | - | Mr. Abhijeet Padale |

The Chairperson also discussed about the ultimate goal which is the benefit of the student and right decision should be taken for the betterment of the learners.

5. Adoption of Bye Laws of Ex. Committee of PTA

The Bye Laws of the PTA were read by Ms. Shilpa Dubey, Teacher Representative of Grade 5. One of the points highlighted was, if a member did not attend three consecutive meetings, then he/she can no more be the member of the PTA. To this Ms. Bharat suggested that in case of emergency, (only if the parent is unwell or out of station) a buddy parent can attend the meeting. The Chairperson added that she would contemplate on the same, propose it in the General Body Meeting and then decide the matter. She also said that the Buddy Parent would not have any voting rights. As the year unfolds there are chances of the Bye Laws to be changed, depending on the situation.

Chairperson Ma'am also informed the members that since its inception, PICT Model School has delegated the task of all the cash transactions to parent volunteers and the same to be continued with PTA Committee members.

The meeting of the Executive Committee would be conducted only if at least 1/3 of the total strength are present, however, more than 50% of the parents out of the total members of the Executive Committee should be present. Without a quorum, no business would be transacted.

6 & 7. Opening of account with Janata Sahakari Bank and Annual General Meeting

The Chairperson even briefed, that the General Body Meeting will be held once in a year before 15th August and the Executive Committee Meeting at least once in three months. The Parent-Teacher Association shall be formed by the head of the school within thirty days from the beginning of each academic year. The Chairperson informed that this entire process was completed in the month of April in the school. She explained that according to the FRA (Fee Regulation Act) the parent of every student in the school would be a member of the Parent-Teacher Association and an annual amount of rupees twenty would be collected from each member of the PTA. This collection would be done in the 2nd instalment of school fees. This entire amount was to be utilised before the end of the academic year. An account was to be opened in the Janata Sahakari Bank in the joint name of Principal and Vice-Chairperson.

It was decided that the accounts will be maintained by the Vice Chairperson. The transaction would be transparent and how to use the money would be discussed in the Annual General Meeting. The Chairperson gave some suggestions for spending the money (scholarship, tour etc.). The date and timing of the Annual General Meeting was also decided by the members ie. Monday 25th June at 9:00am sharp. The venue would be the school auditorium. The same would also be communicated to all the parents in the Beacon.

Parent Concerns

Parents had some queries regarding the pool and the new building. The Chairperson clarified their doubts by explaining them that the swimming pool is ready however, procuring water from the Corporation is a problem due to acute shortage of water in

Pune. She also informed that the new building for the Primary Section is almost ready for the students who will be shifted to it once the school reopens on 11th June, 2018, though getting approvals from government agencies was very difficult. She invited all the members of the Executive Committee to take a tour of the premises for their observations and suggestions.

The meeting ended with a vote of thanks by the Chairperson.