

## **Minutes of the PTA GBM Meeting – 2014 - 2015**

### **Formation of PTA Executive Committee for the Academic Year 2014 - 2015**

**Date: 21<sup>st</sup> June 2014**

**Members Present:**

**School Representatives:**

1. Ms. Shilpa Solanki – Principal, Ex- Officio Secretary
2. Ms. Namrata Majhail – Vice Principal
3. Ms. Lakshmi Kumar – Director
4. Mr. Matin Shaikh – Admin Head
5. Ms. Baishaki Bapat – Assistant Administrator

**Parents:**

6. PTA executive members 2013 – 2014 (2 members)
7. Parents – Classes I to X (66 parents)

A circular regarding the PTA – GBM was sent to all parents of STD. I to X on 17th June 2014.

A letter was also sent to Shikshan Mandal and Zilla Parishad on 9.6.14 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. Shilpa Solanki (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. Shilpa Solanki gave a brief 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. Outgoing executive committee was applauded for their time and commitment for the last year. The members of the outgoing committee as well as some other members who were part of earlier PTA committees were requested to share their experiences –

#### **Excerpts from what they said -**

- Mr. Ramrup Sarkar – It was an awesome experience where one could think, discuss and bring about changes.
- Mr. Rajesh – It was very good, positive and satisfying experience. One gets to know the decision making process. PTA members impact a lot on the decisions taken.
- Mr. Ravi – It was a wonderful experience. One can influence the views of the people; understand the challenges of the school.
- Ms. Heena Sawla – It was an amazing experience in spite of difficulties. School went out of the way to accommodate convenient days for meetings. One is part of the decision making process.
- Mr. Ramesh – Was part of the PTA for two years. There were many challenging issues at that time and worked till midnight sometimes to resolve them. It was a fabulous experience. There were agreements and disagreements. He strongly encourages the parents to be part of PTA and contribute to the school.

#### **Queries addressed -**

4. Ms. Shilpa Solanki 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.

- Heena pitched in by saying that at times parents got upset thinking the PTA members are on the side of the School.
- Sheetal Agarwal threw light on the processes and procedures.
- Mr. Sarkar said that some issues like fees will keep cropping again and again but along with that all new programs are also taken care of.
- Shilpa di answered the query of a new parent regarding the hierarchy of different official bodies of the school.
- A parent had a question regarding the liability of the members, to which Lakshmi Kumar answered that there is a lot of moral responsibility rather than statutory, legal, financial liability on the part of the members, eg. If RTE admission is rejected due to some reason, then the PTA will not be held liable but the management. The school and parents have to collectively work together for any solution to a problem.
- Mr. Prasad asked if there is any definite defined agenda for the year, to which Shilpa Solanki replied that there are some recurring agenda points and some could be very specific to that particular year. The agenda will be shared beforehand with the members.

- A Std XI parent asked if XI is also part of the PTA body, to which she replied that it is only for Std I to X, as prescribed by the state. If there are issues related to Std XI then it will be taken up by the school and it will be resolved at that level. Yes, they may also take their issues to the PTA.
- Mr. Ramesh mentioned that attendance is always thin during PTA GBM. He also added that PTA in Orchid School was not just namesake. It plays a very vital role and opportunity is given to the members to be involved in the decision making process.
- Heena also mentioned that complaints are made by many parents but action is taken by a select few.
- Shilpa Solanki added it is not easy to be part of any committee, it is no use bickering, but one must come forward and make the difference, change and the child also feels happy and proud that his/her parent is involved in the school activities.

### **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
- 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 – Ms. Deepa Bhosale
2. Class II – Ms. Swati Barhate
3. Class III – Ms. Jaya Parmar

4. Class IV – (No volunteer)
5. Class V – Mr. Prasad Narayan
6. Class VI – Mr. Ajay Kumar Gupta
7. Class VII – Ms. Deepa Mahale
8. Class VIII – Mr. Nilesh Kumar Merai
9. Class IX – Mr. Umesh Mallawat
10. Class X – Ms. Madhavi Garud

One lead PTA member from the old committee is:

1. Class IX – Ms. Nitu Agarwal

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

There were no volunteers for Class IV. A special meeting will be called for Class IV to elect a PTA representative.

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.

The Second phase parents are (if needed):

1. Class I – Mr. Mitesh Dhiran
2. Class II – No Volunteer
3. Class III – Mr. Rupal Karani
4. Class IV – No volunteer
5. Class V – Mr. Tarun Mishra
6. Class VI – Ms. Mona Dalmia
7. Class VII – Mr. Ramesh Ganesan
8. Class VIII – Mr. Rajiv Kumar
9. Class IX – Ms. Leena Mohapati

10. Class X – Mr. Ramesh Ganesan

The names and contact details (email IDs) will be shared on the school website.

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

