



D.A.V International School, Ahmedabad
PTA Executive Committee Meeting
12th September, 2014

The 1st meeting of 1st Parent Teacher Association (PTA) was held on Friday, 12th September, 2014 at 4.30 pm in the activity room. The meeting was presided over by Principal Mrs. Geeta Singh.

Agenda :

- ❖ Election of Office bearers
- ❖ Discussion of academic activities and educational initiatives
- ❖ Parents suggestions

Members Present :

- ❖ All Section In-Charges
- ❖ All Class teachers
- ❖ Parent representatives from classes playgroup to X (all divisions)

Esteemed Principal Mrs. Geeta Singh commenced the meeting with a small prayer in Sanskrit and thereafter welcomed all the PTA members and congratulated them on being elected as members of the Parent Teacher Association of D.A.V International School, Ahmedabad for the year 2014-15.

The Principal further enthusiastically informed every member about the achievements of the children in academics as well as in co-scholastics. She also updated the parents regarding class 10th result for the session 2013-14. She felt delighted informing about the laurels the students have brought to the school in various fields .

The Principal also told about the forth coming events before the school gets closed for the Diwali vacations.

The Principal then explained as to what PTA is?

Every parent is the member of the Parent Teacher Association. Parent Teacher Association is a non-profit, non-political and non-sectarian organization, made up of school staff and parents which work to support the school in a wide variety of ways. The function of PTA is not only to help and support in the development of

students but also to provide help and support in the improvement and development of the school.

Later the section coordinator Mrs. Asha Sharma explained about PTA in detail i.e, about its objectives, guidelines, and important pointers for the membership of PTA, and guidelines for the process of electing parent class representative/executive committee member.

The objectives read out were :

The Parent Teacher Association will endeavor towards the following objectives :

- ❖ To promote, maintain and develop opportunities for the harmonious development of the children.
- ❖ To assist school in solving the collective problems of the parents.
- ❖ To assist school and its staff in solving the general and individual problems of the children.
- ❖ To take cognizance of various fee rates like tuition fee, term fee annual/activity charges, lab charges, student's welfare fund, picnic charges etc.

Guidelines and important pointers for the membership of PTA :

- ❖ Parents having 2 or 3 children in the school once nominated for a class, will not be eligible to get nominated again for the next 5 years.
- ❖ In working towards the objectives , PTA will be guided by the management of the school with the underlying principle of ensuring that all actions are in the best interest of the students without compromising the long term interest of the school.
- ❖ The PTA will only confine itself to such activities as permissible under the above objectives.
- ❖ It would be distinctly understood that the PTA as well as its individual members shall scrupulously, refrain from interfering with the day to day administration of the school.
- ❖ 10 % of the PTA members must be present at the office bearers meeting to be able to conduct the same
- ❖ 50% of the PTA Executive committee members should necessarily be female members.

- ❖ The tenure of the elected members will be only for that particular session in which they are elected.

Guidelines for the process of electing Parent Class Representative/Executive Committee member :

- ❖ They are to meet the respective class teacher of their ward compulsorily.
- ❖ Class teacher will explain the procedure.
- ❖ Male or female member will be informed by the class teacher.
- ❖ Parents can volunteer to become the class representative.
- ❖ Parents will cast their votes in the classroom itself.
- ❖ Result shall be announced then and there itself in the class. The details of the elected Executive Committee Member (PTA) will be displayed on the school website.
- ❖ A circular regarding the meeting of the elected members (parents) shall be sent in due course.

Functions of the office bearers :

- ❖ Chairman : The Principal of the school is the chairman of the Executive Committee. The chairman shall attend and preside over all the meetings of the Executive Committee will approve the minutes of the meeting of the PTA.
- ❖ Vice-Chairman : In the absence of the Chairman, the Executive Committee may request the Vice Chairman to take the meeting. The Vice Chairman is necessarily a parent elected from the executive committee.
- ❖ Secretary : He/She shall be in charge of the Association's office and shall be responsible for conducting the day-to day affairs, calling of meetings, recording of proceedings and issue of minutes of the meetings, maintaining of registers and records of the association. One of the teacher is appointed as the secretary.
- ❖ Joint Secretary : The Joint Secretary shall assist the Secretary in the discharge of his/her duties and in the absence of the Secretary, the Joint Secretary shall perform his/her functions and duties . The Joint Secretary is necessarily a parent who is elected from the executive committee.

Mrs. Asha Sharma then requested the Principal to start the election procedure. The Principal asked the parents who were interested to be elected for the post of Vice Chairman and Joint Secretary to speak on the topic – “How parents could best

contribute in ensuring effective and smooth running of the school and establish and maintain the dignity and self esteem of the institution”.

In all eight candidates contested for the election. After all the interested parents spoke on the topic, voting was done. After observing the response of the voters , the Principal announced the names for the post of Vice Chairman and Joint Secretary . Then the voting was done for the Secretary. The Principal then announced the names of the Office Bearers.

The Office Bearers for the PTA (2014-15) are:

Principal Mrs. Geeta Singh	: Chairman
Mr. Vishal Mehta (Parent)	: Vice Chairman
Mrs. Riya Bharwani (Teacher)	: Secretary
Mrs. Zalak Mandora (Parent)	: Joint Secretary

The Principal extended her congratulations to the elected members. The Principal also reiterated that the school with its very earnest and committed team of teachers strives to do the best to provide all children, a fulfilling and enriching experience in their day-to-day life. She further also emphasized that the parents and the school are bound by the common cause of commitment towards the children hence it is important to work together more closely and whole heartedly. In order to achieve this, human resource inputs and the valuable suggestions of all parents are very crucial for the betterment and the well-being of all the children.

Then the Principal welcomed suggestions from the parents regarding their concerns if any .

- ❖ Mrs Payal Agarwal (Representative of Class 2-I) suggested that from hygiene point of view the students should keep the water bottles in the classroom on a separate table instead of keeping them outside the classroom as there is a washroom near by that classroom.

She also suggested that the students in lower classes should be given a topic to speak on in the classroom. This will improve their vocabulary. In return, the students should be given a smiley or star as reinforcement.

- ❖ Mr. Adarsh Samaiya (Representative of Class 2-A) voiced his disappointment about the way elections were conducted. According to him the elections could have been conducted in a better way.

In response the Principal replied that elections were conducted in the same way as they are conducted in other DAV institutions . All the norms of election have been followed. The election was conducted in everybody's presence.

Mr. Adarsh Samaiya also shared his disappointment for the way the fees are collected. According to his opinion the school should open account in a bank and parents should pay the fees in the bank.

Secondly the competitions should not be conducted during the school hours.

The children should play football, field sports i.e more of outdoor sports where better utilisation of ground could be done instead of playing music.

Thirdly, he raised the question as to why the students of grade II are unable to speak in English.

The Principal responded that we will surely look into these matter and try to do best from our end

- ❖ Mr. Mahesh Behera (Representative of Class 1-I) suggested that more care needs to be taken regarding the cleanliness of the toilets, as at times it has been observed that the toilets are not properly cleaned.

He also said that at times, schools contact numbers are not reachable, so it becomes very difficult to contact the school.

He requested the Principal to take care of this.

The Principal responded that we will surely look into the matter and try to resolve the issues.

- ❖ Mr. Rahul Shah (Representative of Class 1-G) requested that PTC should be conducted once every month so that we can adopt proper teaching methods at home.

Principal responded we will surely try our level best.

- ❖ Mr. Somela Ghosh (Representative of Class Sr.Kg-G) suggested that pre-school students should get Hindi books having very simple and small sentences from library, as this will promote their Hindi language skills.

The Principal agreed and said we will arrange for the Hindi books.

- ❖ According to Mrs. Rinku Shrivastav (Representative of Class 1-D) hygiene and cleanliness has to be taken care of as a first priority.

She also requested for two teachers per class, till grade 1 to ensure that proper attention is given to each child.

She also marked that the edges of the benches and desk are very sharp due to which the uniform of the students get torn.

- ❖ Mr. Sujith Nair (Representative of Class Nursery-B) praised the school by saying that he appreciates that the school is giving everyone a platform to speak. He further said that the teaching methods should be activity based.
- ❖ Mrs Deepti Sharma (Representative of Class Nursery-C) requested the teachers to interact more with students and also suggested that the pre-school students should carry their almanac daily, to ensure effective communication.
- ❖ Another point put forward by Shivani Bhardwaj (Representative of Class 3-E) was that if they get satisfactory answer from the reception they will not bother the teachers.
- ❖ Mr. Percy Mistry (Representative of Class 3-H) appreciated the way students are made ready for the exams. But he also suggested that chapter-wise worksheets should be sent well in advance before the exams.
- ❖ Mr. Ankur Agarwal(Representative of Class 7-C) suggested that dates should be mentioned in the notebooks so that the parents should come to know when was a particular chapter done.

He also said that the exam schedule should not have 2-3 days preparatory leaves for each subject exam.

Principal responded that the schedule has been planned so, because we are conducting board exams for grades VIII, IX, X also and their exam schedule comes from the CMC and CBSE board. Since the SA-1 exam is of 90 marks, it is good for the children if they get preparatory leave so that they can prepare properly for the exams.

Mr. Agarwal raised a question about the fee structure. According to him the fee structure was good enough, then why there is so much increase in the fees every year. He also voiced his opinion that the use of English should be encouraged.

- ❖ Mrs. Reema Chaturvedi (Representative of Class 3-E) voiced her opinion that use of English language should be encouraged and emphasized.

She further said that it is very difficult for a child of grade II to learn Dharma Shiksha and Gujarati without enough practice.

- ❖ Mrs. Samhita Arora (Representative of Class 4-A) also voiced her opinion that the use of English should be further encouraged and emphasized. She further

said that Computers is a practical subject and more practical knowledge should be imparted

According to her the strength of each class is increasing every year, which hampers the growth of the children. She also suggested that the library books should be given to students regularly even during the exams.

She also suggested that through out the year the child should continue with one activity (Skating/Karate/Table tennis) only so that proper training can be given.

- ❖ Mr. Viraj Kamani (Representative of Class 2-H) suggested the projects should be simple and relevant to the child's age.

He also suggested that Hindi story books should be issued to the children, to promote Hindi language skills.

- ❖ Mrs. Archana Baghel (Representative of Class 10-A) suggested that the pre board exam answersheets to be sent home so that the students can go through each and every subject paper and can come to know about their mistake and can prepare properly for their board exam.

Principal said that we are going to send the answersheets home.

Mrs. Baghel also inquired whether the school will come up with 11th and 12th classes next year.

Principal responded that she will be surely confirming with the management and let everybody know about it.

- ❖ Mrs. Anjalika Bakshi (Representative of Class 8-C) suggested that the school should organize field trips and educational trips. There should be more extra curricular activities.

- ❖ Mr Satish Pandey (Representative of Class 6-C) suggested that once in a year children should be taken for a picnic.

Principal informed them that picnic schedule is in planning for this year.

- ❖ Mr. Vishal Mehta (elected as Vice Chairman) urged the parents to contribute more actively by helping and supporting the institution.

He suggested that the school should use the bus tracking system as a safety measure.

Concluding the meeting, the Principal shared some of her views as follows :

“Dear parents, before we disperse for the day, I would like to share some views.

A child is very sensitive to his parents, teachers and environment. His mind is alert and he watches intently how the world is responding to him as a child. He doesn't tolerate any discrimination and wants attention of all those who are involved in the process of his growing up and hence teacher's and parent's role become vital.

If we can't give them values when they are young then by the time they are twelve or thirteen, their mind would already have been developed. Then they would have a mindset of their own and will be busier with electronic gadget. IT exposure has already got into their minds. They are exposed to TV, Google and already have all the information.

My dear friends, this is my request that, we as parents and teachers emphasize on child care. Talk to children about environment, hygiene, civic sense, culture and heritage of our country.”

At the end of the day Mrs. Riya Bharwani (Secretary) read the Preamble of the PTA.

The preamble read was as follows –

We desire to sustain the promotion and continuity of sound, meaningful and qualitative education for the students, we, the parents and teachers of the students hereby jointly and sincerely agree to constitute ourselves into an organization whose membership shall embrace all parents and teachers of the executive committee.

After reading the Preamble, Mrs Riya Bharwani thanked the parents for taking out their precious time to attend the meeting and sharing their views

Mrs. Riya H. Bharwani
Secretary (PTA)