

Ref. No. DAV(PKT)/ () /17

Date: 16.10.2017

To

Shri /Smt / Dr. _____
Member of PTCC, DAV Public School, Pokhariput, Bhubaneswar

Dear Madam/Sir,

The general body meeting of Parents' Teacher Coordination Committee (PTCC) of the DAV Public School, Pokhariput, Bhubaneswar will be held on **28. 10.2017 (Saturday)** at **5.00 P.M.** in the school premises.

You are therefore requested to make it convenient to attend the meeting on the above scheduled date and time.

AGENDA

1. Confirmation of the last meeting held on 29.07. 2017.
2. Discussion about the academic matters.
3. Safety and Security of the students.
4. Any other points with permission of the chair.

With regards,

Yours sincerely,

Dr. (Ms.) SUJATA
PRINCIPAL