



09th April 2024

CIRCULAR REGARDING PTA

Dear Parents,

As we have started new academic year 2024-25, we are going to form Parents-Teachers Association for this academic year. Every parent is member of this PTA but we require forming Executive Committee of PTA, so I request you if you are interested to be the member of Executive committee, kindly enroll your nomination on or before 15th April till 4 pm online on google form. No entries will be accepted later on at any reason.

ELECTION PROCESS-

The Executive Committee shall be elected by **lottery system** method if more than one nominations from each class. One representative for each class/Division – class 1 to 10 shall be elected. The election will be held on Thursday 18th April 2024 at 2.45 pm and shall be working for one academic year. Please read and understand the **terms and conditions** given below before sending your name for nomination.

आपणास माहीतच आहे की, नवीन शैक्षणिक वर्ष 2024- 25 सुरु झाले असून, या शैक्षणिक वर्षासाठी पालक-शिक्षक संघटना तयार करण्याचे योजिले आहे. प्रत्येक पालक हा याचा भाग आहे पण आपणाला पीटीए कार्यकारी समिती बनविणे आवश्यक आहे, त्यासाठी सदस्य होण्यासाठी आपण इच्छुक असाल तर 15 एप्रिल रोजी किंवा पूर्वी सायं. 4 वाजेपर्यंत आपण आपले नाव गुगल फॉर्म मध्ये नाव नोंदवावे. त्यानंतर आलेली नावे कोणत्याही कारणास्तव स्वीकारण्यात येणार नाही.

निवडणूक पद्धत- प्रत्येक वर्गातून एकापेक्षा अधिक अर्ज आल्यास कार्यकारी समिती लॉटरी पद्धतीने निवडून काढण्यात येईल. प्रत्येक वर्ग / तुकडीसाठी एक प्रतिनिधी - वर्ग 1 ली ते 10 वी निवडून येईल. निवडणूक गुरुवार दि. 18 एप्रिल 2024 रोजी दुपारी 2. 45 वाजता शाळेमध्ये होईल. ही समिती 1 वर्षासाठी असेल. आपले नाव नोंदविण्याअगोदर खाली दिलेल्या सर्व अटी व नियम काळजीपूर्वक वाचून व समजून घ्यावीत.

1. DEFINATION & AIM OF THE PTA

Parent Teachers Association (PTA) 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/support the School in the development of students but also to provide help/support in the improvement and development of the School. The PTA assists the overall development of students by extending financial and other supports to the curricular, co-curricular and extra-curricular activities of students.

2. MEMBERSHIP AND QUALIFICATION OF PTA

Membership of the association shall be open to- Parents / guardians whose children or wards attend school in Podar International School, Ahmednagar. Such participation shall be non-political, non-religious, positive thoughtful, co-operative, accessible, open minded and willing to contribute for betterment of child and school.

3. GUIDELINES AND RULES OF CONDUCT

1. Members, will at all times, during its deliberation and actions, work with proper conduct and respect to one another and to the School.
2. Each member must attend general meetings unless a member has a sound reason that will hinder him.
3. Executive Committee will not concern themselves in individual /personnel matters.

**PODAR INTERNATIONAL
SCHOOL**

Survey No. 47/2A, Bhushan Nagar,
Kedgaon Link Road, Kedgaon,
Ahmednagar- 414005 (MH)

Tel: 7420858408 / 7276117676 / 8291099060

E-Mail: principal.ahmednagar@podar.org

www.podareducation.org

U-DISE Code- 27261500817

Affiliated to Central Board of Secondary Education, New Delhi.
CBSE Affiliation No. 1131021, School Code- 30996



PODAR
INTERNATIONAL SCHOOL
MORE THAN GRADES
AHMEDNAGAR

4. Members shall be immediately terminated on the following grounds:

- a. If a member is found acting properly to the interest and working of the School and/or towards other members. Sufficient opportunity will be given to the member to submit an explanation. Final decision will be made by the School.
- b. If a member's child/children leave(s) the school.

4. THE ROLE/RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE

- a. The Executive committee will meet when necessary but, at least, twice in a year.
- b. The committee meetings are not open for other members. However, members may refer any relevant matter of their interest through the Secretary of the Association or through the Class Parent Volunteer, for discussions at these meetings.
- c. An elected member of the Committee shall cease to be a member of the Committee if the member fails to attend 2 consecutive meetings of the committee.
- d. If any vacancy occurs in the Committee the continuing Members shall then appoint, by lottery system, a member from the list compiled at the first election time.

5. GENERAL RESPONSIBILITIES WILL INCLUDE BUT NOT LIMITED TO

1. Elected parents will communicate relevant activities and current issues of the School to the parents of that class.
2. Help School in any events outside and beyond standard School functions such as: organizing intra school quiz competitions, science fair, community outreach, teacher appreciation event etc.
3. Provide an "ear" to the issues concerning the parent body at large and take it up with School for satisfactory resolution.
4. Solicit new ideas and suggestions from the parent body to help enhance the overall and all round education experience and work with school for review and implementation of the same.
5. Build a sense of community at school through increased and sustained parental participation and involvement in school events.
6. To institute scholarships, prizes, medals etc. to benefit students showing high proficiency in their studies and extra-curricular activities.
7. To arrange guest lectures to give career, educational guidance etc.
8. To help raise funds for the school and the Parents Association, in consultation with the school for activities.
9. To help in organizing events/activities for students.

6. WHAT IS NOT THE ROLE OF THE PARENTS ASSOCIATION-

- To get involved in individual complaints
- Interfering school activities/work without reason
- Making any groupism or forcing individual opinion on others
- Involvement in Day to day running of the school
- Expecting special treatment from staff/parents
- Appointment of teachers
- Carrying out activities without consultation with Principal
- Portraying the school, its staff, the Board of Management and pupils in a negative manner.

*Principal
Podar International School, Ahmednagar*

Minutes of the EPTA

Date :- 20th April 2024 Day :- Saturday

Time :- 12:30 p.m. Venue :- Activity Hall

Attendees :-

- 1) Mrs Pooja Thamke
- 2) Mrs Anjali Bankar
- 3) Mrs Pooja Satpute
- 4) Mrs Jayshree Gaikwad
- 5) Mrs Kanchan Yawali
- 6) Mr Dnyanesh Dushpande
- 7) Mr Vikas Sase
- 8) Mrs Kavita Kamble
- 9) Mrs Smita Thaneekar
- 10) Mr Ajay Rathi
- 11) Mr Abhay Rakhade
- 12) Mrs Raksha Lanke
- 13) Mr Umesh Deskar
- 14) Dr Chakradhar Hadole
- 15) Mrs Anita Yewale
- 16) Mrs Kanchan Aher
- 17) Mrs. Smita Kokate
- 18) Mr. Narayan Shinde

Meeting Agenda :-

- 1) Election :- Lottery Draw for selecting EPTA.
- 2) Welcome :- Welcome note by EPTA.
- 3) Announcement :- After Lottery Draw, members of EPTA will be announced.

Welcome note :- Respected Principal Sir welcomed the gathering whole heartedly. He told that the main objective of the meeting was to elect the EPTA members. He announced that a good number of parents have shown interest to become the EPTA member. It is an overwhelming response from your end. So he added that, as we have received more than one nomination for many grades, therefore, we will have to conduct "a lottery draw" to elect the members of EPTA in a democratic way.

Points Discussed :- Honourable Principal Sir said that EPTA (Executive Parents Teachers Association) is an organisation made up of School Principal, staff and Parents. They all work and support the school in all possible ways.

The following are the details of nominations:-

Grade 1	-	1 nomination
Grade 2	-	1 nomination
Grade 3	-	3 nominations
Grade 4	-	4 nominations
Grade 5	-	3 nominations
Grade 6	-	1 nomination
Grade 7	-	2 nominations
Grade 8	-	2 nominations
Grade 9	-	1 nomination
Grade 10	-	1 nomination

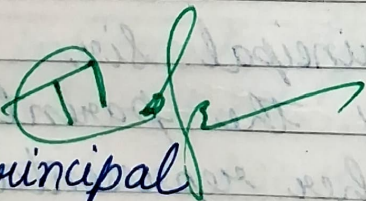
Lottery Draw:- For lottery draw, chits of all the nominees from each grade were prepared. A school student was asked to pick up one chit at a time from the Lottery Draw bowl. Whichever chit was picked up by the school student was handed over to Respected Principal Sir and then the names of lucky draw winners were announced by Honourable Principal Sir.

The newly selected/elected EPTA members are as follows:-

Grade 1:	Pooja Thamke
Grade 2:	Anyali Bankar
Grade 3:	Jayshree Gaikwad
Grade 4:	Vikas S.

Grade 5 : Abhay Rakhade
 Grade 6 : Raksha Lanke
 Grade 7 : Umesh Deokar
 Grade 8 : Kanchan Aher
 Grade 9 : Smita Kokate
 Grade 10 : Narayan Shinde

Honourable Principal Sir congratulated and welcomed all the members of the EPTA. He briefly shared the rules and regulations of the EPTA committee. He said that all the EPTA members need to be present for the EPTA meetings for the academic year 2024-25. He announced that first EPTA will be held on 27 April, 2024. With this positive note, meeting was concluded.


 Principal

Minutes of the first EPTA meeting

Date :- 27 April 2024 Day :- Saturday

Time :- 12:30 p.m. Venue :- Activity Hall

Meeting Agenda :- EPTA 1 was conducted in P.T.S Ahmednagar on 27th April 2024.

PTA is an organisation made up of School Principal, staff members and Parents which work to support the school in a wide variety of ways. We know that in order to be a successful school, the support and involvement of the parents of our students is very essential. We encourage and appreciate each PTA member to show their commitment by joining us.

Welcome note :- Respected Principal Sir welcomed the members of the parent representatives and teacher representatives of the PTA for the academic year 2024-25 for taking out time to attend this meeting. The meeting was conducted in class.

The following points were discussed in the meeting :-

Review of school activities:- Honourable Principal Sir gave a brief review of all the school activities from 4th April 2024 till date. Principal Sir informed that the school reopened on 4th April 2024 for grade 1 to 10 with lots of enthusiasm & zeal. Though we had very few days in hand for this month still various activities were conducted for the students.

Selection of the Committee members and assigning designation:- The executive committee members - teachers and parents were selected and the names of the committee members were read out.

Special Assembly by teachers:- Principal Sir informed that a special assembly was conducted on the first day of the school by the teachers on the theme 'Back to School'. The School welcomed the students in a very grand way.

Special Assembly by students:- Principal Sir informed that the students had planned and conducted special assemblies on 9d-ul-Fitr, Ram Navmi and Baba Saheb Ambedkar Jayanti under the guidance of their teachers in this month.

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Integrated English theme :- Principal Sir announced that the first theme of the Integrated English this year is Ink and Imagination - crafting tales through comics which is designed by keeping in mind the importance of comics as a means of communication and self expression for students. Jumpstart activity was conducted for grade 1 to 8 where all the students participated. A special assembly on legends of laughter was also conducted by the students to instill reading habits and a tribute to the legendary comic artist, popular world wide.

Students council election :- Principal Sir informed that the last week of this month was given for student council election wherein the students were campaigning for the Post of Head Boy, Head Girl, Vice Headboy and Vice Head girl. Students of grade 3 to 10 were given opportunity to vote for the candidate. The elections were held in a very democratic way.

Summer Vacations :- Principal Sir announced that the Summer Vacations will begin from 29th April to 2nd June 2024.

Facebook Page:- Principal Sir informed the members to stay tuned to our school's Facebook Page which will give them regular updates about school events and activities.

Remedial Classes:- Principal Sir announced that the Remedial Classes will start in the month of June 2024 for the doubt session of the students.

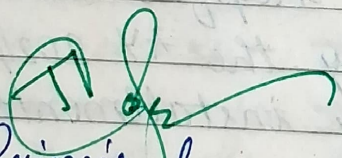
Gray Quest and Todo:- Principal Sir informed that the school has tied up with Gray Quest and Todo for the academic year 2024-25 to offer a fee payment solution to all our existing and new parents. We believe that this solution to the parents will be helpful as it will allow them to pay the AY 2024-25 tuition fees in 10 monthly installments (EMI) at zero extra cost.

Periodic Test:- Principal Sir announced that the Periodic Test for grade 3 to 10 will start from 1 July 2024.

Suggestions:- Principal Sir asked the Parents if they have any queries / suggestions to give related to academics.

PTA Committee -

Name of the PTA member	Designation
Mr Mangesh Jagtap	Chairperson
Mrs Raksha Lanke	Vice Chair Person
Ms Shagufta Kazi	Secretary
Mr Abhay Rakhade	Joint Secretary
Mrs Smita Kokate	Deputy Joint Secretary
Ms Punam Tadhar	Treasurer


Principal,
Podar International School,
Ahmednagar

Principal -
Parents if they have any queries / suggestions to give related to academics

Attendees :-

Ser no.	Name of the PTA member	Signature
1.	Mrs Pooja Thamke	Thamke
2.	Mrs Anjali Bankar	Anjali
3.	Mrs Jayshrue Gaikwad	Gaikwad
4.	Mr Vikas Sase	Sase
5.	Mr Abhay Rakhade	Rakhade
6.	Mrs Raksha Lanke	Raksha
7.	Mr Unesh Qukar	Qukar
8.	Mrs Kanchan Aher	Aher
9.	Mrs Smita Kokate	Kokate
10.	Mr Narayan Shinde	Shinde
11.	Ms. Aishwarya Pillay	Pillay
12.	Ms. Punam Tadhar	Tadhar
13.	Ms. Priyanka Potphode	Potphode
14.	Ms. Kavita Wavale	Wavale

Sr no.	Name of the PTA member	Signature
15.	Ms. Simran Bhutiya	<u>Bhutiya</u> 27/4/24
16.	Ms. Shilpa Gandhi	<u>Gandhi</u> 27/4/24
17.	Ms. Jayshree Kamble	<u>Kamble</u> 27/4/24
18.	Ms. Dipali Channa	
19.	Ms. Diana Satalkar	<u>Satalkar</u> 27/4/24
20.	Mr. Digambar Bhor	<u>Bhor</u>
21.	Mr. Suryakant Bangari	<u>Bangari</u> 27/4/24
22.	Ms. Shagufta Kazi	<u>Kazi</u> 27/4/24
23.	Mr. Mangesh Jagtap	<u>Jagtap</u> 27/4/24