

Minutes of 2nd PTA meeting (2018-19)

Date : 29th September 2018

Agenda :

1. The review of the action initiated based on the previous minutes of meeting
2. School initiatives
3. School recognition and Awards
4. Revision of the school fees.

Members Present:

1. Mrs Jayshree Venkatraman, Chairperson of PTA
2. Mr Mahesh Gaur, Vice Chairman of PTA
3. Ms Vidya Pillai, Secretary, PTA
4. Ms Supriya Puranik, Jt Secretary, PTA
5. Ms Swinelben Acharya Jt Secretary, PTA
6. Ms Monalisa Mishra Member, PTA
7. Mr. Amit Kr Shukla Member, PTA
8. Dr. Shalaka Virkar Member, PTA
9. Mr. Manish Shende Member, PTA
10. Mr. Udaysingh Patil Member, PTA
11. Ms. Kalpana Mishra Member, PTA
12. Ms.Vineeta Pandey Member, PTA
13. Ms.Leena Jore Member, PTA
14. Ms.Geeta Garg Member, PTA
15. Ms.Smitha Deshpande Member, PTA
16. Ms.Mary Tony David Member, PTA

17. Ms.Radhika Pillai Member, PTA
18. Ms. Svetlana Chitnis Member, PTA
19. Ms.Babita Banerjee Member, PTA
20. Ms.Sheetal Dixit Member, PTA
21. Ms.Kavita Arora Member, PTA
22. Ms.B Sathya Member, PTA

As more than 1/3rd members of the total strength were present and also more than 50% parents were present to fulfill the quorum requirement hence the meeting was convened.

The Secretary of the PTA, Ms Vidya Pillai shared the action initiated of the previous MOM.

Action initiated based on previous minutes of meeting & some of the school initiatives:

- All the PTA minutes are uploaded on the school web portal for everyone's information.
- The complaint response system is already in place. However PTA members insisted to have more robust and transparent complaint management system where all complaints can be traced for the closure of complaints.
- Updates about the bus transport system :

Person In charge: Mr. Mahesh

The bus tracking system is installed and is operational

Sticker for complaint against rash driving is put up on all the buses.

- To encourage reading habits students are encouraged by the teachers to issue library books and also to maintain a reading log in their diaries.
- For class 1 & 2 , class library system has been initiated and for class 3 to 5 the students are being issued books in the library in the SS(supervised study) period.
- The HR system of the school is already in place.
- No construction work leading to compromise of safety of students is being carried out during the school working hours.
- More bronze medals are added for each class competitions
- Skating without safety gear (helmet and knee guards) is not allowed by the school. Safety gear need to be sent with kids to school
- The total number of CCTV cameras in school is now 63 to match with the increased area. The person in charge is Mr.Vaibhav & Mr. Hari
- Smart Phones are banned for the students of class 11th and 12th.

- The school is working with the traffic police to make the school lane less congested. PTA members again raised the issue of proper solution of the traffic as it causes lot of trouble to nearby societies and its also a threat to safety of children as there is no proper place to U turn the vehicles
- SNBP Institutes chairman, Dr. D K Bhosale was felicitated at an awards function held in Mumbai this September. He won in the category of Best Leader- Pride of the Nation , SNBP International School won the Best Brand of the year title by the Asia One Magazine. The award was received at the hands the famous Bollywood star, Karishma Kapoor and the Hungarian Ambassador in Mumbai.
- The school has been diligently participating in most of the ZP Sports events and other extra curricular competitions and winning accolades.
- For improving the teaching –learning process in school, micro teaching classes and teacher trainings are conducted on regular intervals.
- For improving the academic performance of the students, one on one counseling sessions for under performers of class 10th and 12th was conducted by the teachers and Principal. Such sessions are also planned for class 9th and 10th students.
- CBSE has come up with a new program called SEWA for class 9,10,11 & 12 in this academic session. The students are required to contribute 10 hours of time in any one of the social initiatives undertaken by the school.
- Extra support for students with learning issues is being provided in the school.
- This year the school plans to have newsletters for 3 segments biannually.

Ananda Chirps – for pre-primary, class 1 & 2

Jigyasa Breeze – for classes 3,4,5,6,7 & 8

Sadhana Muse – for classes 9,10,11 &12

- The school already has the POSH and POSCO Act in place since 2014. The revised list of the members is put up on the notice board.
- The picnics for this academic session are planned for the Month of October and November.
- The school Annual concert this year is dedicated to the state of Punjab and will be for 4 days in the month of December.

Parents were then invited to give their inputs and suggestions

- Parents suggested that the results of all the school level competitions and events should also be uploaded on the school portal to which school agreed to put the same on the website
- Parents suggested that next year, on Teachers ` Day we could have a more traditional program in the school with students taking the role of teachers and

conducting the activities and the staff picnic could be planned on some other day.

- All the members agreed that the exams should not be conducted during the Ganesh festival period as it is a festival of great significance in Maharashtra. School agreed to plan the exam dates accordingly from next year session.
- Parents checked whether the mandatory requirement for the school bus transport system ie the CCTV Camera, Fire extinguisher in each bus, speed limit guard for 40 km/hr in all the buses is fulfilled and whether the transport committee is in place. To which the Principal responded that all school buses are following the RTO rules and she will check on the requirement of CCTV camera in bus and if it is mandatory as per the RTO rules then same will be installed in buses immediately
- The members also requested that the dysfunctional Educomp and projector should be repaired or replaced on the top priority. Maintenance system should be strengthened so that these critical equipment can be immediately repaired and till that time vendor should provide stand by equipment so that there is no loss of studies.
- Parents suggested that to improve on the transparency and the response to complaints/concerns a Complaint Register needs to be maintained in the School Front Office and the same could be communicated to the Parents. He also suggested that we could have a dedicated Email Account to respond to concerns/complaints. The Principal agreed to create an email id where parents can raise the complaints and a copy of complaints will reach to Vice chairman and two Joint secretaries of PTA. All complains must include date, student's name, class ,div, parent's phone no. and the issue
- Parents also shared the dissatisfaction over the TEZ kids parent's App. School is looking into making the app fully operational shortly.
- The Principal mentioned that the Sub-committee formation shall be looked into however she said we would immediately move ahead with the sanitation committee from 1st October with Dr Virkar leading the team. Volunteer badges will be issued for random inspection by parents.
- It was also suggested that parents who have paid the unrevised fee, should be informed of the replacement of the last cheque. The accounts department should inform all parents for the replacement of cheque immediately.

- Uniform quality is not very satisfactory this year. A feedback on the quality of the garment can be taken by a teacher and parent joint committee before placing the order.
- Parents suggested that Blazer can be restricted to few special occasions as the Pune climate is really not conducive for this garment.
- The process of books and uniform distribution is very cumbersome for the parent now. It needs to be streamlined to cause minimum discomfort to the parents and students. Parents also requested that school is getting discount on bulk purchase of books and stationary and some discount can be passed on to parents on which school agreed to look for the possibility of the same.
- Having heard all the points, the Principal promised to look into all the matter and then presented the revised fee structure for the academic year 2019-20 and 2020-21
- The fee revision was presented along with the Fee Break up.viz Tuition Fees, Exam Fees and Activity Fees
- Having understood that the hike was not more than 14.68%, the parents requested the Principal to check the possibility of reducing it to 11-12% and also asked for the justification of the school fees hike. Parents also requested to give the supporting data for reaching to the figure of 14.68% and also informed that last year school books were not included in fees and that is to be considered as fee hike in last year to which the Principal responded that the hike was inevitable as it had to absorb the inflation for the coming two years. She stated the following parameters to justify the hike
 1. The inflation of the two years
 2. The hike in teachers' salaries to match the best offered in the Industry
 3. The expected hike in the establishment expenses of over 30% which comprises the maintenance of the School infrastructure.
 4. The hike of cost of the appointed resource faculty for Leap Start and Torrins by 25 %.
 5. To be able to support the cause of admissions of the RTE (The school has been admitting students from the under privileged background based on the On-line applications received for Nursery and Grade 1 since 2012. This is as per the Maharashtra Government Resolution, applicable to all unaided schools)

6. The School does not get any financial aid and sustains itself purely on the fees that it receives.

No conclusion was reached in PTA meeting on school fees revision as Principal responded that she will talk to school management for revision of fees and will respond to PTA members.

The Principal appreciated parents for their presence. The meeting concluded in a very positive note and few pending decisions. The next meeting was announced to be held on Saturday, 12th January'2019.