



MINUTES OF THE PARENT TEACHER ASSOCIATION MEETING - 1 [2022-2023]

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JGS/COMM/IF-01/R00

Held on	:	19.02.2022, Saturday
From	:	9.30 am TO 10.30am
Venue	:	Zoom Meet
Conducted by	:	Mr.Anil Israel, PTA President
Attended by	:	Mrs. Sushma Reddy – Vice Principal – Secretary Mr. Siddharth K – Operations Head Mrs. K L Surekha – Headmistress Mrs. Uma Anil – Admin Representative Mrs. Pallavi – PA to Principal Parent and Teacher nominee from Grade PP to 12

The following points were discussed:

S.No	Subject of Minutes	Details of Minutes
1	Welcome Address	<ul style="list-style-type: none">President and Principal, Mr. Anil Israel welcomed all the members present for the formation of the Parent Teacher Association for the Academic Year 2022- 2023.
2	Safety protocols	<ul style="list-style-type: none">The online safety protocols that have been followed and are to be adhered to for the meeting were stated.It was informed that the zoom session was password protected and the meeting link was shared only with the parent nominees who were a part of the meeting.
3	Sharing of the Agenda	<ul style="list-style-type: none">The agenda of the meeting was shared which comprised of -<ul style="list-style-type: none">Announcing the Procedure for SelectionsSelections of the PTA RepresentativesSharing the Appointment Order, Guidelines, Duties and ResponsibilitiesInducting the selected members about the constitution of the Governing Body.Finalization of the date of Governing Body Formation.
4	PTA member selection procedure	<ul style="list-style-type: none">The members were appraised of the selection procedure which was as follows -<ul style="list-style-type: none">Grade wise names of the PTA nominations will be displayed.The slips bearing the names of the nominees will be put in the jar.A slip will be randomly picked and the name of the selected member to be announced.The same will be displayed on the board.The selected PTA members will take up their roles as the Parent Representatives (PTA) for the AY 2022-2023.In case of more than one nomination for a grade, selection will be made by drawing of the lots.In case of only one nomination for any grade, the nominee would be unanimously selected as the Parent Representative for that particular grade.
5	Selection of the PTA representatives	<ul style="list-style-type: none">The following grade wise parent representatives were selected-<ul style="list-style-type: none">Senior.KG - Mr Prabhakar Reddy V, P/O Shreyansh Reddy VGrade 1 - Ms Usha Beemanapally, P/O ShrenikaGrade 2 - Ms Haritha .V, P/O- Mitansh Pritam ReddyGrade 3 - Ms Deepthi Radharapu, P/O Aadya Radharapu



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		<ul style="list-style-type: none">▪ Grade 4 - Mr Nagaraju Chapa, P/O Anvitha▪ Grade 5 - Mr Santhosh Kumar Brahmadevara, P/O Mohaajith Mourya▪ Grade 6 - Mr Vidyasagar Jyoshi, P/O Vishvesh Jyoshi▪ Grade 7 - Ms Krishnaveni, P/O Keerthana Pappu▪ Grade 8 - Dr Lakshmi H N, P/O Nivedita.H.V▪ Grade 9 - Ms Aravinda Reddy Thathi, P/O Nidhi Thathi Reddy▪ Grade 10 -Mr Rajesh Monavarthy, P/O Rajvardhan Monavarthy▪ Grade 12 –Ms Anuradha Kandi, P/O Sai Advait Kandi▪ Educated Mother - Ms Sahithi▪ Teacher Representative - Ms Lakshmi Ratnam, Math HOD, MS▪ Admin Representative- Ms Uma Anil <ul style="list-style-type: none">• PTA members for LKG and Grade 11 will be selected in the month of March.• The selection of Parent Representative for HSCP and ABC committee would be done on a later date from the remaining nominations of PTA other than the selected members.
6	Sharing the Guidelines, Duties and Responsibilities	<ul style="list-style-type: none">• The Principal and President congratulated the elected PTA members.• The Objectives, Duties and Responsibilities and the Code of Conduct pertaining to the PTA was shared as part of the PTA Guidelines.• The PTA meeting which would be held on a bi-monthly basis (on Second Saturdays) with prior notice / agenda, was also put forth to the members.• It was informed that the PTA would be automatically dissolved on completion of one year (from the date of commencement)
7	Inducting the selected members about the constitution of the Governing Body and the Appointment order	<ul style="list-style-type: none">• The Vice Principal and Secretary, congratulated and welcomed the elected PTA members to the Johnson fraternity.• The Constitution of the PTA was shared with the members.• The appointment order was also displayed for the selected Parent Representatives.• It was informed that the selected members would be provided with an official email id for further communication with the school and the parent fraternity pertaining to their respective grades.• The selected members were inducted about the Constitution of the Governing Body and its role in the fixation of Tuition Fee for the AY 2022-2023, Budget estimate planning based on the Income and Expenditure of the school and the School Development Planning.• The selected PTA members have been informed to nominate among them, two members for the post of Vice President & Joint Secretary to represent them for the Governing Body, 2022-2023.
8	First PTA meeting date	<ul style="list-style-type: none">• It was informed that the first PTA meeting will be held on 26.02.2022(Saturday) at 9:00 am for the finalization of the date of Governing Body Formation.
9	Closure	<ul style="list-style-type: none">• The meeting concluded with the playing of National Anthem• A teaser of the Annual School Magazine was shared with all the members present.

Kindly acknowledge the minutes.

PTA PRESIDENT	
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