

**JOHNSON GRAMMAR SCHOOL ICSE & ISC
MALLAPUR, HYDERABAD**

MINUTES OF THE PARENT TEACHER ASSOCIATION MEETING - III [2025-2026]

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JGS/COMM/IF-01/R00

Day & Date : Saturday, 29th November 2025
 Time : 1:30 p.m. to 3:30 p.m.
 Venue : Senior School Board Room
 Apologies : PTA Member – Grade I, II & VI

Attended by :

Name of the PTA Member	Designation	Name of the PTA Member	Designation
Ms. Srabanti Basu	President-Principal	Ms. Aradhana Tumma	VII
Ms. Saraswathi Rao	Management Representative	Ms. Leesha Gupta	VIII & JOINT SECRETARY
Ms. K Lakshmi Surekha	Secretary- Vice-Principal	Ms. Beemanapally Ushasri	IX
Ms. Srujana Sri Bheemaraju	III	Ms. Gopal Swetha	X
Ms. Naga Keertana Nori	IV	Mr. Srinivas Rao.Mangu	XI
Ms. Yarandge Komala Roy	V		

The following points were discussed:

S.No.	Subject of Minutes	Details of Minutes
1	Prayer, Welcome Address	<ul style="list-style-type: none"> The meeting commenced with the prayer. The PTA President and Principal, Ms. Srabanti Basu, welcomed all the members to the meeting and shared the agenda.

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2	Junior & Senior School updates.	<p>The PTA President shared the 2025–26 Awards and Accolades video, along with the presentation covering academic updates, council updates, teacher training programs, sports achievements, and the various events and activities conducted so far.</p> <p>Junior School</p> <p>Vice Principal and PTA Secretary shared the Junior School academic updates, events and various extracurricular activities conducted at the school.</p>
3	Fee Status	<p>Fee due for the Academic Year 2025–26 (as on 29th November 2025)</p> <ul style="list-style-type: none"> ● I – Term : Fee paid : 97% and Due : 3% ● II – Term: Fee paid : 93 % and Due : 7% ● III – Term: Fee paid : 66% and Due : 34% <p>AY 2024-25: Outstanding Fee : Rs. 22,63,310/-</p>
4	Suggestions and Queries	<p>Grade – I</p> <p>Query: Request immediate attention to the cleanliness and maintenance of the washrooms, as students are frequently experiencing bad odour and inadequate cleaning despite earlier concerns raised</p> <p>Response - <i>The cleaning routines are already in place, and washrooms are checked regularly. We will continue to monitor and ensure proper upkeep for the well-being of all students. During the short recess and lunch break, when many students use the washrooms, the children may feel uncomfortable with the heavy usage. Our support staff has been instructed to provide support and ensure a safe, hygienic environment at all times.</i></p> <p>Query: Request the school to review and consider reducing the academic workload for primary-grade children, as the current workload feels a bit heavy for their age.</p>

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Response: *As per the ICSE curriculum, the syllabus followed in the primary grades is age-appropriate and structured to support children's foundational learning without overwhelming them.*

Query: The homework listed in the diary and the Neverskip app often differs; kindly ensure consistency between the two.

Response: *We ensure homework in the handbook and portal is aligned. For Grade 1, creative tasks are sometimes noted in short form in the handbook, while the detailed version is mentioned on the portal.*

Query : Please consider giving every student an opportunity to serve as class leader to encourage them and help build their confidence, monitoring abilities, and leadership skills.

Response: *The class leader role instills responsibility and leadership skills. To ensure effectiveness, the leader is assigned for the year to fully carry out the responsibilities.*

Query: Could the school include practical demonstrations or small enactments along with screen-based explanations, and encourage student participation to help them better understand the concepts?

Response: *We plan classes in advance and we have structured Lesson Plans with strategies catering to different kinds of learners, which include practical demonstrations, real life examples, and interactive activities.*

Query: Review the current class strength, as it now exceeds 30 despite the assured limit of 25, and ensure adherence to the stated guidelines.

Response: *The maximum class strength of 25 applies to PP grades. For Grade 1 and above, it is 35, accommodated comfortably based on the available infrastructure.*

Query: Enforce all private van drivers to submit vehicle fitness certificate to ensure vehicles are in good condition to avoid mishappenings.

Response: *The school coordinates with RTA personnel for periodic checks as per norms, but does not have direct control over the daily operation of private vans.*

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Query: Prioritise addressing the air pollution with foul smell coming from the adjacent industry by raising the wall or taking other preventive measures, as it may have a long-term impact on children's health.

Response: We conduct periodic air pollution tests and in the recently conducted air pollution test, it was found that the smoke emanating from the industry is not hazardous that could possibly impact the health.

Grade II

Query: Encourage children to speak in English at all times while on the school premises.

Response: Students are encouraged to speak in English throughout the school day. Word of the day, E.Lab, ELEP, and Library activities are specifically designed to strengthen English language skills.

Grade III

Query: Request that sports activities be included within regular school hours for the next Academic Year.

Response: Students have regular P.E.T. (Physical Education & Training) classes during school hours as part of their weekly schedule. The After-School Sports Program is an additional facility offered for students who are interested and whose parents can arrange transport. Participation in this program is entirely optional.

Query: Request timely communication regarding cultural events, outings, and other activities, as last-minute information will not provide sufficient time for parents to prepare.

Response: We usually provide information about events well in advance. There have been instances during picnics when short notice was necessary due to inclement weather. However, we will ensure that information is communicated well in advance.

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		<p>Grade IV:</p> <p>Query - Request to ensure that subject teachers provide comprehensive notes for every topic, as children currently write only 1-2 key points and may find it difficult to study the entire textbook.</p> <p><i>Response: Teachers will continue to provide key points for each lesson. However, as per the ICSE curriculum, students should be able to answer different types of questions, not just those based on notes. If children rely only on short notes, it will limit their understanding and not help them in the long run. Textbook reading is essential for building strong concepts and confidence.</i></p> <p>Query - Provide more worksheets for Mathematics topics.</p> <p><i>Response: The Mathematics textbook already includes detailed exercises that provide sufficient practice. Additional worksheets will be given when required to support learning and revision.</i></p> <p>Query: The school reception phone is either not connecting, getting disconnected, or calls are not returned. It is taking hours to get information about the children's health or any other updates.</p> <p><i>Response: We have checked the call records for the number provided, and the front office has returned the calls on the same days. In many cases, our team responds immediately, but at times parents may disconnect before the call on hold is answered. Nevertheless, we understand the concern and will ensure quicker and smoother communication moving forward.</i></p> <p>Query: Request to utilize Saturday activity classes for preparing working models for upcoming subject fairs, so that students can work on their projects productively under teacher guidance</p> <p><i>Response: The model preparation is an extension of the concepts taught in class and is aimed at enhancing students' skill development. Students work on these models based on the instructions provided by the teacher. To encourage independent learning, these activities will be conducted</i></p>
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during regular subject periods, so that students do not rely on parents for assistance.

Occasionally, students voluntarily bring charts or models, which is not discouraged. Saturdays are designated for Clubs and other planned activities. The suggestion will be taken into consideration while planning for the upcoming academic year.

Grade V

Query : Request to upload notes on the NeverSkip portal, as children who are absent need to complete the notes in class the next day, due to which they miss important teacher explanations.

Response : *Notes are uploaded only for students who are absent for more than 2 days or due to medical reasons. Students also should learn to take accountability for their notes. Please be assured that teachers will provide the necessary guidance and assistance to help students complete any pending notes and stay on track with the lessons.*

Query : Whenever school is forced to close during a working day due to some bandh/rallies/unforeseen circumstances, etc., the management should make an alternate arrangement to conduct classes in the online mode so that the subsequent Saturdays/holidays are not penalized.

Response : *In our experience, online classes for Primary and Middle School are not as effective as offline learning, as attendance is usually low and teachers are required to repeat the same concepts once school reopens. For this reason, we prioritize effective in-person teaching and ensure that students receive complete support when they return to school.*

Query : Urgent need to secure the school ground with a proper boundary wall to prevent unrestricted entry and ensure student safety.

Response : *The area mentioned does not fall under the school's premises. The official school boundaries are already secured with proper walls and gates, which are cordoned off and locked once students enter and again proper security check is done during their exit.*

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Query : Textbook exercises still lack consistent correction and student guidance, despite earlier requests. Textbook work is not being monitored with the same attention as notebooks.

Response : *Textbook exercises are discussed in class to ensure understanding, but they are not formally corrected as the notebooks. The only exception is for Third Language subjects, where textbook exercises are required to be written and corrected. Also, we do not insist on students carrying the textbooks regularly owing to the bag load.*

Grade VII

Query: Schedule the parent-teacher meeting before 9 o'clock in the morning. This timing will greatly benefit working parents like myself, allowing us to attend without having to take time off from work.

Response: *Scheduling the parent-teacher meeting before 9:00 a.m. is not feasible. Parents who cannot make it after 9:00 a.m. may meet the teachers at a convenient time by taking prior appointment.*

Query: Request to arrange mini buses or vans for children staying nearby, as current school buses are congested and only drop at main bus stops. Additional vehicles are needed to accommodate the number of children safely.

Response: *Owing to logistical constraints, providing mini-buses for door-to-door pick-up and drop is not possible. From the school's end, all drivers are instructed to follow the approved capacity limits for student safety, and these rules are followed within the school premises.*

Grade VIII:

Query: Request the school to consider providing preparation holidays before the key subject Examinations.

Response: *For Unit Tests and Slip Tests, preparation breaks are not scheduled between assessments. However, for Term and Annual Examinations, we ensure that students of Grades 8, 9, and 10 receive appropriate gaps before key subjects such as Mathematics, Physics, and History.*

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		<p>Query: Request to enhance academic performance using neuroscientific methods, such as a compulsory daily games period and a 5-minute physical drill inside the classroom.</p> <p>Response: <i>A games period is currently provided once a week. Students are encouraged to join after-school sports, and parents can also motivate children to engage in physical activities at home.</i></p> <p>Grade XI:</p> <p>Query: Request to simplify the half-day permission process and the parent–student contact procedure during school hours as the current system involves multiple steps, causing delays and discomfort, especially when the child is unwell or urgent communication is needed.</p> <p>Response: <i>As per school policy, half-day permissions are not allowed. If a child is unwell, parents are advised not to send them to school. There is no provision for direct parent–student contact during school hours. In case of emergencies, parents can approach the school reception, and necessary assistance will be provided.</i></p>
5	Vote of Thanks	<p>The PTA Secretary, Mrs. Lakshmi Surekha expressed her heartfelt thanks to all the attendees for being present at the meeting.</p> <p>PTA President, Mrs. Srabanti Basu concluded the meeting by expressing her heartfelt gratitude to everyone.</p>

Kindly acknowledge the minutes.

PTA President	
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