

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

MINUTES OF THE PARENT TEACHER ASSOCIATION FORMATION 2026-2027

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Conducted on : Saturday, 31st January, 2026
 From : 9:30 a.m. to 11:30 a.m.
 Venue : Senior Wing Board Room
 Attended by :

Name of the staff		Designation			
Ms. Srabanti Basu		Chairperson & Principal			
Ms.K Lakshmi Surekha		Secretary & Vice-Principal			
Parent Nominees [2026-2027]					
Ms. Thakur Sunmuki Rani	I	Ms. Thakur Sunmuki Rani	III	Ms. Srujana Thummala	VIII
Ms. Ch V S Anusha Mounika	I	Ms. Renuka Suthar – <i>Not attended</i>	III	Mr. Sanjib Mitra	IX
Ms. Srujana Thummala	II & VIII	Ms. Priyanka Chandra	IV	Ms. Rekha Avvaru – <i>Not attended</i>	IX
Ms. Lingampalli Jyothi	II	Ms. Zahida Begum	V	Ms. Shobha Rani Regulagadda	IX
Ms. M. Mounika	II	Ms. N Ashwini	V	Mr. Sarat Chandra Bairu – <i>Not attended</i>	IX
Ms. K Nanditha – <i>Not attended</i>	III	Ms. Nune Bhargavi	VI	Ms. Rajeshwari B <i>Not attended</i>	X
Ms. P Haritha – <i>Not attended</i>	III	Ms. Lingampalli Jyothi	VII	Ms. P. V. Jyotsna	XII

S.No.	Subject of minutes	Details of the minutes
1	Prayer	The meeting started with a prayer by Ms. Srabanti Basu, PTA - Chairperson and Principal, Mallapur.
2	Welcome Address	The Chairperson welcomed all the members present for the formation of the Parent-Teacher Association for the Academic Year 2026-27
3	Agenda	The agenda for the meeting was shared by the Chairperson • The constitution of the PTA • PTA formation procedure • PTA formation proceedings • Declaration of the selected PTA parent members • PTA guidelines • Constitution and formation of the Governing Body members • Vote of Thanks

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4	The constitution of the PTA	1. Chairperson – Principal of the school. 2. Management Representative – Education Team 3. Secretary – Vice Principal 4. Vice President – from Parent Community 5. Joint Secretary – from Parent Community 6. Members – one from each Grade (Pre-Primary to 12) from Parent Community
5	PTA formation and selection procedure	<i>The Chairperson briefed the PTA formation procedure</i> • Selection by drawing lots if more than one nomination is received for a given class. • If only one nomination is received for a class, the nominee will be unanimously selected as the Parent Representative for that class. • One Parent Representative will be selected for each class. • The tenure for selected PTA members is one year. • A member can serve on the PTA Managing Committee only once in three years.
6	PTA formation proceedings	<i>The Secretary led the PTA formation proceedings.</i> • The selection procedure was conducted in an orderly manner with clarity and transparency. • It was informed that the PTA Parent Representatives for Pre-Primary and Grade 11 would be selected in June 2026.
7	Declaration of the selected PTA – Parent representatives across the Grades	The Chairperson announced the selected grade-wise Parent Representatives and congratulated them. Then invited nominations for the HSCP Parent Members were invited from the non-selected nominees. Two parents expressed interest in the HSCP Committee Parent Representative position. Since the Class X parent nominee could not attend the meeting, the PTA member was not appointed.

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		<table border="1"> <tr> <th>PTA Representative</th> <th>Class</th> </tr> <tr> <td>Ms. Bhimaraju Venkata Sesha Anusha</td> <td>I</td> </tr> <tr> <td>Ms. M. Mounika</td> <td>II</td> </tr> <tr> <td>Ms. Thakur Sunmuki Rani</td> <td>III</td> </tr> <tr> <td>Ms. Priyanka Chandra</td> <td>IV</td> </tr> <tr> <td>Ms. Ashwini Narsingam</td> <td>V</td> </tr> <tr> <td>Ms. Bhargavi Nune</td> <td>VI</td> </tr> <tr> <td>Ms. Lingampalli Jyothi</td> <td>VII</td> </tr> <tr> <td>Ms. Thummala Srujana</td> <td>VIII</td> </tr> <tr> <td>Ms. Shobha Rani Regulagadda</td> <td>IX</td> </tr> <tr> <td>Ms. Polunati Venkata Jyotsna</td> <td>XII</td> </tr> </table> Mr. Mr. Sanjib Mitra - HSCP Parent member for Senior School Ms. Zahida Begum – HSCP Parent member for Junior School.	PTA Representative	Class	Ms. Bhimaraju Venkata Sesha Anusha	I	Ms. M. Mounika	II	Ms. Thakur Sunmuki Rani	III	Ms. Priyanka Chandra	IV	Ms. Ashwini Narsingam	V	Ms. Bhargavi Nune	VI	Ms. Lingampalli Jyothi	VII	Ms. Thummala Srujana	VIII	Ms. Shobha Rani Regulagadda	IX	Ms. Polunati Venkata Jyotsna	XII
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8	Constitution and formation of Governing body members	The Chairperson congratulated all the parents selected as members of the PTA for the AY 2026-27. It was further informed that two parent representatives from among the selected PTA Members will be selected as the Vice-President and Joint Secretary of the School Governing Body for the AY 2026–27. They will be responsible for matters concerning the fixation of the school fee for AY 2026–27, taking into consideration the school’s income and expenses. The selection process for the Governing Body was also explained to the PTA members. Six of the selected PTA representatives expressed interest in contesting for the positions of GB Vice President and Joint Secretary. Lots were drawn for the selection. The following representatives were selected: Vice President: Ms. Shobha Rani Regulagadda (Grade IX Parent Representative) Joint Secretary: Ms. Thakur Sunmuki Rani (Grade III Parent Representative).																						

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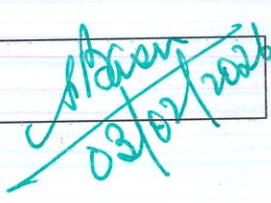
		Appointment letters were issued to all the selected Parent Representatives, including the Vice President and Joint Secretary.
9	AY 2025-26 PTA Farewell	The Chairperson and Secretary welcomed the Parent Representatives of AY 2025-26 and thanked them for their support during their tenure. Across all the grades, eight representatives attended the farewell. • Ms. Farheena Siddiqui – Pre-Primary • Ms. Anusha Deshpande – Grade II • Ms. Srujana Sri Bheemaraju – Grade III • Ms. Naga Keertana Nori – Grade IV • Ms. Yarandge Komala Roy – Grade V • Ms. Leesha Gupta – Grade VIII & Joint Secretary • Ms. Beemanapally Ushasri – Grade IX • Ms. Gopal Swetha – Grade X The outgoing PTA members thanked the school for promptly addressing all the queries raised by the parents and also shared their experiences regarding their children's learning journey at the school. Special appreciation was expressed for the Sports Day 'Ojas' and Play Xploration, highlighting the inclusive approach and the visibility given to every child. Appreciation was also extended for the fund-raising activity through the sale of mini books created by students and for conducting sports events for ZPHS using the funds collected. The outgoing PP representative appreciated the positive transformation in the children's habits. She thanked the school for the meticulous care taken, noting that even the minutest details were addressed. It was expressed that all concern-related emails sent were responded to and resolved immediately.

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		A special mention was made for the risk assessment conducted for picnics and field trips. The inclusion of a new subject the 'Entrepreneurship' in the ISC curriculum was applauded by all the representatives. Thank you letters and mementoes were presented to them by Chairperson and Secretary. The newly appointed PTA members gave their self-introductions and shared their experiences with JGS.
10	Vote of Thanks	The Secretary, Ms. K. L. Surekha, thanked all the members for their interest in being a part of the PTA and wished everyone continued cooperation for the well-being and positive educational experiences of all students. The meeting concluded with the National Anthem.

Chairperson	
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