

PICT MODEL SCHOOL

Survey no. 6, Mahalunge - Balewadi, Pune – 411045

Minutes of the First Executive Committee of Parent Teacher Association (EPTA) Meeting 2022-2023

Date: Wednesday, 6th May 2022, Time: 10 am to 11:35 am Venue: PICT Board Room

Members Present:

Ms. Abira Mishra	Chairperson
Ms. Renuka Navale	Parent Representative -Grade 1
Mr. Shantanu Sathe	Parent Representative -Grade 2
Mr. Gaurav Suryagandh	Parent Representative -Grade 3
Mr. Sukhdeo Ramdas Kolekar	Parent Representative-Grade 4
Ms. Madhuri Kale	Parent Representative-Grade 5
Mr. Eknath Kandale	Parent Representative-Grade 6
Ms. Sanchali Iyer	Parent Representative-Grade 7
Ms. Harshada Thite	Parent Representative-Grade 9
Mr. Shishir S. Jhaveri	Parent Representative- Grade 10
Ms. Shweta Mandhanya	Teacher Representative- Grade 1
Ms. Ruchi Wani	Teacher Representative- Grade 2
Ms. Prachi Kotecha	Teacher Representative- Grade 3
Ms. Swati Gupta	Teacher Representative- Grade 4
Ms. Pranita Chitale	Teacher Representative- Grade 5
Ms. Ankita Choudhury	Teacher Representative- Grade 6
Ms. Radha Sharma	Teacher Representative- Grade 7
Ms. Ritu Thakker	Teacher Representative- Grade 8
Ms. Shivani Baratakke	Teacher Representative- Grade 9
Ms. Prajakta Patwardhan	Teacher Representative- Grade 10
Dr. Pampa Chaudhuri	Director Principal - Special Invitee

Members Absent:

Ms. Arti Sharma	Parent Representative- Grade 8
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Introduction of the Principal:

The Director Principal, Dr. Pampa Chaudhuri, was present as a special invitee and introduced the new Principal of the PICT Model School, Ms Abira Mishra.

Welcome Address:

Ms. Abira Mishra, Principal and Chairperson, extended a warm welcome to all the members of the EPTA of PICT Model School for the academic year 2022-2023. The Chairperson noted that the requisite quorum for the meeting was present and called the meeting to order. A leave of absence was granted to Ms. Arti Sharma- Parent Representative of Grade 8, as she was not in town. The Chairperson tabled the agenda as had been circulated along with the Notice of the Meeting to all the members.

Agenda:

1. Welcome Address.
2. Introduction of the members of the Executive Committee.
3. Reading the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 and the Rules made thereunder.
4. Constitution of the Executive Committee.
5. Adoption of Bye laws of the PTA of PICT Model School.

Introduction of the members of the Executive Committee:

The reading of the agenda was followed by all the parent representatives and the teacher representatives introducing themselves.

Reading the Maharashtra Educational Institutions (Regulation of fees) Act, 2011 and the rules made thereunder with respect to the formation, rules and responsibilities of the EPTA.

Ms. Prachi Kotecha, Teacher Representative, read out the Act and the rules thereunder, for the perusal of the members of the EPTA.

Constitution of the Executive Committee:

The Chairperson took the members through the process of the formation of the EPTA. Consent forms were sent to all learners on the 8th of April 2022. The following table showed the status of the consent received:

Consent Form AY 2022-23

Sr.No.	Grade	Total Intake	Received Consent	In Percentage	Yes	No	Yes %	No%
1	Grade 1	120	10	8.33	5	5	4.17	4.17
2	Grade 2	120	24	20.00	5	19	4.17	15.83
3	Grade 3	120	29	24.17	5	24	4.17	20.00
4	Grade 4	120	52	43.33	9	43	7.50	35.83
5	Grade 5	120	39	32.50	13	26	10.83	21.67
6	Grade 6	120	11	9.17	7	4	5.83	3.33
7	Grade 7	120	4	3.33	2	2	1.67	1.67
8	Grade 8	120	39	32.50	6	33	5.00	27.50
9	Grade 9	120	58	48.33	4	54	3.33	45.00
10	Grade 10	120	47	39.17	5	42	4.17	35.00

On the 13th of April 2022, Ms Suja Nair, Parent Representative of the SMC, selected the members of the EPTA via a lottery system from the consents received, on camera. The members thus selected were informed by the school thereafter.

The Chairperson informed that the Executive Committee will be formed today, and as per norms, it will be headed by the 'Principal' who is the ex-officio Chairperson of the EPTA.

She announced that as per the Maharashtra State Government rules, the Vice-Chairperson and two Joint Secretaries will be elected from amongst the Parent Representatives and the Secretary will be elected from among the Teacher Representatives.

The names unanimously elected by a show of hands, for the positions as the office bearers of the EPTA for AY 2022-23 are as follows-

1. Vice-Chairperson- Mr. Shantanu Sathe, Parent Representative of Grade 2
2. Secretary- Ms. Prachi Kotecha, Teacher Representative of Grade 3
3. Joint Secretary- Mrs. Renuka Navale, Parent Representative of Grade 1
4. Joint Secretary- Mr. Sukhdeo Ramdas Kolekar, Parent Representative of Grade 4

Adoption of Bye-laws of the PTA of PICT Model School:

Ms. Prachi Kotecha, Secretary EPTA, read out the By-laws for the perusal of the members. The members were informed that the by-laws may change as and when required but only with the consent of the EPTA.

The By-laws were adopted by all the members by a show of hands.

In this context, Dr. Pampa Chaudhuri, the Director Principal informed the executive committee the relationship between the Society that runs the School, the SMC and the EPTA. She also mentioned that the office of a member

of the EPTA is only one academic year, and the same member cannot contest the election for EPTA for the next three years.

The Director Principal further continued that the school is run by a trust which is not for profit and since its inception the trust has remained true to its nature. She appealed to the EPTA to support the School to realize its vision and mission.

Status Report on Academic and Administrative Operations of 2022-23:

The Chairperson, Ms. Abira Mishra, mentioned that as per the government directives, the school prepared for the re-opening for on-campus classes and a few of the EPTA members of 2021-22 came to the campus to check for the readiness and compliance with the COVID protocols.

On 31st of March 2022, the school gates were opened and 1000 plus learners reported to the campus with enormous support from the parent partners. She also mentioned that the Grade 10 learners came to the campus for their Prelims which was followed by the test-wrapping sessions, and they are currently appearing for their CBSE Board Exams at Aditya English Medium School, Pancard Road, Baner.

Our first PTM was conducted on 23rd April, Saturday. Nursery to Grade 3 had PTM on campus while Grade 4 upwards, the PTM was conducted online.

Bus Routes and Cafeteria:

The Chairperson gave the executive committee an insight about the number of buses and students opting for the cafeteria service.

On the first day of school re-opening, 39 school buses were on road, in full compliance with all norms. 739 learners and 80 educators use the transport service.

396 learners availed the cafeteria service along with 112 educators. The Director Principal added that all our staff members are fully vaccinated, the classes and both the cafeteria are regularly sanitized and all COVID protocols are followed strictly on campus. She added that the cafeteria menu is designed by nutritionists at the Jupiter Hospital and is always tasted and checked by the nurse. For parents who wish to take up the cafeteria service, the payment link will be made active by the last week of May 2022.

Second round of applications to avail school transport facility was opened for the parent partners and based on the applications that have been received, new transport routes will be worked upon and the new routes will be published a week before the school reopens after summer break.

MyClassboard (MCB):

The Chairperson informed that there has been a change in the ERP system wherein we have moved from ETech to MCB which is more user friendly. It has the facility of having an online app which is suitable on both iOS and Android with the GPS tracker. Parents will be informed once the app is fully functional.

After all the agenda points were covered, the Chairperson opened the forum for the meeting to share their opinions.

Ms. Shweta Mandhanya, Teacher Representative of Grade 1, came forward to speak first. She began with sharing her experience in an online schooling scenario wherein the teaching learning scenario changed completely for the learners and the teachers.

She informed the meeting that once the learners were back in the campus, the greatest challenge was to identify the learning gaps and bridge them. To this, she informed that through the MCQs, Question Banks, Multiple Assessments for each block, Concept Questions for each session, Differentiated Worksheets, educators could cater to the learners and their individual learning requirements. She happily added that learners have coped exceptionally well. Ms. Shweta thanked all the parent partners as without their constant support, learners would not have been able to attend the school, be it online or offline.

Ms. Shivani Baratakke, Teacher Representative of Grade 9, continued where she focused on learning in an offline scenario. She said learners are doing extremely well in academic and social skills on campus. She informed the EPTA that as soon as the news of physical school came up, all teachers went through intensive

training in a wide range of topics which helped them to bridge the learning gaps of the students. Prerequisite Worksheets were curated so that educators could identify the gaps areas and applied strategies objectively to help the learners overcome them. Ms Shivani thanked all our parent partners for their continuous and immense support in both online and offline schooling and she requested the same support throughout this academic year.

Mr. Shishir S. Jhaveri, Parent Representative of Grade 10, applauded the entire teaching fraternity in ensuring that through written assignments and examinations, the writing skills of the learners remain under focus. Other parent partners also applauded the efforts of all the teachers. Mr.Jhaveri raised a concern about the parent pickup being allowed prior to school buses upon which, the Chairperson clarified that for systematic boarding and checking the attendance, the required time has to be provided. Once all the learners safely board their respective buses, she informed that parent pickup is temporarily stalled for ten minutes to pass all 39 buses. When all the buses have left the campus only then, the parent pickup resumes. He wanted to know if there are any tie-ups with the coaching agencies to which the Chairperson informed that the school is in dialogue with a few leading organisations. Upon drawing concrete proposals, the plan will be shared through Beacon.

Mr. Eknath Kandale, Parent Representative of Grade 6, congratulated all the teachers and the management of the PICT Model School for their relentless effort in ensuring that learning continued seamlessly even in online mode through the pandemic.

He also congratulated the school management for their exemplary precision in maintaining the school transport pickup and drop services from the very first day of the school.

He expressed a concern about the French classes not commencing for Grade 6. The Director Principal informed that new educators have come on board and once they complete their induction session, they will be deployed in their respective grades. Dr.Chaudhuri also assured the parents that the annual academic plans have been curated with adequate buffer time to absorb such post pandemic exigencies and, thus the academic objectives would not be affected.

Mr.Kandale also enquired about the tentative time for the food coupons to be available to the parents. To this, Dr. Chaudhuri explained that collecting food coupons on a daily basis from 1100 plus learners latest by 9.00 am to facilitate the preparation of lunch in time is a challenge and therefore, the option of food coupons has been stalled. However, she agreed to look into an alternative method, if feasible.

Mr. Shantanu Sathe, Parent Representative of Grade 2, was concerned about the heat wave that was observed in the month of April and suggested that in such scenarios could the school be in a hybrid mode where after 12 pm, the classes could be conducted online. The Director Principal informed the meeting that although the heat in Pune this year was exceptionally high, the heat exhaustion that some of the learners experienced was not only due to the high temperatures but also due to limited outdoor exposure through the two long years of pandemic which has affected their immunity. She informed that the Sports Team had a thorough discussion with the leadership team, and they have reiterated the importance of physical exercise for these young learners to get back to their required fitness. She assured the parent members that in the next academic year, if the weather condition so demands, the school will plan alternate ways to counter the heat wave.

Mr Sathe opined that the shuffling of the learners from one division to the other that happens every academic year might be very helpful for the higher-grade learners but for the younger ones, he felt is an impediment to develop effective social bonding. The Director Principal informed that the point was well noted however, she explained the need to shuffle the learners periodically to ensure that all divisions maintain a balance of learning abilities and interest. With a raise of hands, all the teacher representatives agreed that they learners have different learning styles and there are different learning gaps in different classes thus there is a requirement of shuffling to maintain academic uniformity in the classrooms.

Ms. Harshada Thite, Parent Representative of Grade 9, had a concern about the annual vacation. She put forward that the families are not getting enough time to enjoy the vacation as schools reopen and have exams immediately. Both the Director Principal and the Chairperson reiterated the fact that our school being a CBSE affiliated school, our academic calendar is from April to March and that the school strictly meets all CBSE compliance. With reference to a concern raised by Mrs. Thite about including Computer Science as a skill subject

in Grade 9, the meeting was informed that the entire ICT Department has gone through the syllabus and have opined that the Computer Science Syllabus for Grade 9 and 10 is based on operating MS Word which the learners have done in the lower grades and hence will not add academic value. However, she informed that the school is deliberating on implementing AI as a skill subject and parents will be notified through Beacon if it materialises. The Chairperson added that Financial Market Management is being offered as a compulsory skill subject in the 11th standard as per the recommendations of NEP 2020.

Ms. Madhuri Kale, Parent Representative of Grade 5, was inquisitive about music/dance and how those session would go ahead from the month of June. The Director Principal informed all the parent partners that the school will continue its collaboration with FSM (Furtados School of Music) and Brian School of Performing Arts, and the curriculum is being curated under the guidance of our Events Collaborator, Ms. Apurva Wagh. The school has planned for a virtual orientation session with FSM (Furtados School of Music) and Brian School of Performing Arts and the parent partners to get a thorough understanding of their curriculum and learning outcomes.

The selection procedure by the parents will however be done in the month of May, so that in the month of June when the learners are back on campus, the performing art sessions can start without delay.

Ms. Sanchali Iyer, Parent Representative of Grade 7, had a query about the multi-sport program and how frequently it would be conducted. The Director Principal explained the various aspects of the multisport programme to the parents. Ms.Iyer wanted to know the due date for the completion of the senior secondary campus construction to which the Director Principal responded that it will be done by the month of December should there be no unforeseen hindrance. Ms.Iyer shared her observation that although the educators keep an eye that all learners should finish their afternoon snacks while in the bus, many learners are reluctant because their hands are dirty and there are no sanitizers available in the buses. The Director Principal assured Mrs.Iyer that her point her been noted and though all students should be carrying their own small bottle of sanitizer however, keeping the safety of the children in mind, provision to make sanitizers available in the buses will be taken up on priority.

Vote of Thanks

There being no other points for discussion, the Chairperson thanked all the members of the executive committee for their presence in the 1st EPTA meeting. She added that since its inception, PICT has had only one fee revision and the management also refunded 22 % of the fee through the last two years of the pandemic as a relief to all the parent partners when it was very much required. Taking cognisance of economic duress of the parents, she added that this academic year too, the fee hike has not been implemented. However, for the academic year 2023-2024, the fee hike will be announced around the month of September 2022.

The Chairperson ended the 1st meeting of EPTA for the academic year 2022-23 after wishing everyone a safe holiday.

Date: 6th May 2022

Place: Pune
