

# PICT MODEL SCHOOL

Survey no. 6 & 7/54B Mahalunge, Pune - 411045

Minutes of the Second Executive Committee of Parent Teacher Association (EPTA)

Meeting 2023-2024

Date: Saturday, 26<sup>th</sup> August 2023, Time: 10:00 am to 11:10 am Venue: Board Room

## Members Present:

Mrs. Abira Mishra	Chairperson
Ms. Devanshi Gulati	Parent Representative- Jr, Kg
Mrs. Priyanka Patil	Parent Representative-Grade 1
Ms. Sneha Mathkari	Parent Representative-Grade 2
Ms. Kalyani Balashankar	Parent Representative-Grade 4, Joint Secretary
Mr. Laxman Pandurang Gore	Parent Representative-Grade 5, Joint Secretary
Ms. Sonali A. Chitnis	Parent Representative-Grade 6
Ms. Piyali Mandal	Parent Representative-Grade 8
Mr. Pravin Raman	Parent Representative-Grade 11
Ms. Rajeshree Mudaliar	Teacher Representative-Nursery
Ms. Lalita Honap	Teacher Representative-Jr. Kg.
Ms. Monika Saha	Teacher Representative-Sr. Kg.
Ms. Mrunal Indulkar	Teacher Representative-Grade 2
Ms. Juhi Arora	Teacher Representative-Grade 3
Mr. Arbaaz Shaikh	Teacher Representative-Grade 4
Ms. Mansi Mehta	Teacher Representative-Grade 5
Ms. Reena Singh	Teacher Representative-Grade 6
Ms. Malvika Iyer	Teacher Representative-Grade 7
Ms. Riya Saha	Teacher Representative-Grade 8
Ms. Jolly Chaudhari	Teacher Representative-Grade 9, Secretary
Ms. Shital Shendge	Teacher Representative-Grade 10
Ms. Shweta Singh	Teacher Representative-Grade 11
Ms. Dilraj	Teacher Representative-Grade 12

## Members Absent:

Ms. Mrigyanka Mudgal	Parent Representative- Nursery
Mr. Kapil Jadhav	Parent Representative-Sr. Kg
Mr. Ramesh Hagawane	Parent Representative-Grade 3, Vice Chairperson
Ms. Triveni Jhaveri	Parent Representative-Grade 7
Mr. Saurabh Srivastava	Parent Representative- Grade 9
Mr. Amit Kumar Gupta	Parent Representative-Grade 10
Ms. Aarti Santosh Shinde	Parent Representative-Grade 12
Ms. Keya Pramanik	Teacher Representative-Grade 1

## 1. Welcoming Members:

Mrs. Abira Mishra, Principal and Chairperson, extended a warm welcome to all the members of the Executive Committee of the PTA of PICT Model School for the academic year 2023-24. The Chairperson noted the attendance and marked the requisite quorum. Leave of absence was granted to members who were not present with prior intimation. The agenda was circulated along with the Notice of the Meeting to all the members.

## Agenda:

1. Welcome Address.
2. Introduction of the new members.
3. Adoption of the Minutes of the 1st Meeting of the Executive Committee of the Parent-Teacher Association of PICT Model School (2023-24)
4. Status Report on Academic and Administrative Operations of June -August, 2023-24.
5. Way forward for the upcoming academic year 2024-2025.
6. Vote of thanks.

## **2. Introduction of the members of the Executive Committee:**

The Chairperson commenced the meeting by greeting the Parent Representatives and Teacher Representatives present for the meeting. She then introduced the parent representatives of Grade 1 and Grade 11 who have recently joined the committee and the new teacher representatives of Grades 4, 11 and 12.

She mentioned that the previous representative of Grade 1 had joined the school admin team and hence could not continue as a parent representative. The process of election of the Grade 11 representative was carried on in July, after the full strength of the class had joined. Two parents had expressed their interest. On 7th August, 2023, Dr. Pradnya Ahire, member of the SMC, picked the chits for these two representatives from sealed boxes. The entire process was recorded as per norms. She also mentioned that some teacher representatives had to discontinue due to personal reasons and hence new educators were appointed in their places.

She requested the new members to introduce themselves and extended a warm welcome to them.

- Ms. Priyanka Patil- Grade 1- Parent Representative
- Mr. Pravin Raman – Grade 11- Parent Representative
- Teacher Representatives:
  - Grade 4- Mr. Arbaz Shaikh
  - Grade 11- Ms. Shweta Singh
  - Grade 12: Ms. Dilraj Kaur

## **3. Adoption of the Minutes of the 1st Meeting of the Executive Committee of the Parent-Teacher Association of PICT Model School (2023-24)**

The Chairperson requested the Secretary and teacher representative, Ms. Jolly Chaudhari, to read out the MOM of the first EPTA meeting in brief. Ms. Chaudhari read out important points of the MOM and the same was adopted and endorsed by the representatives by a show of hands.

The Chairperson thanked her and moved on to the next point on the agenda.

## **4. Status Report on Academic and Administrative Operations of June -August, 2023-24.**

The Chairperson shared the status report of the academic and administrative operations of the school for 2023-2024:

Ms. Mishra started by sharing the Grade 10 results of the school. The learners' achievements and accolades made the school and its educators very proud.

PICT Model School secured a 100% result, and the toppers were as follows:

- Mithil Agarwal - 96.4%
- Arnav Singh- 96%
- Nethra Krishnan- 95.4%

The overall school average was 87% and 55% of our students scored above 90%.

She mentioned that such an exemplary performance was possible only due to the relentless efforts of the educators and trust bestowed by our parent partners. The Principal assured the parents that with continuous support of the parents, the school will continue to focus on competency-based education and reflective learning and strive for excellence. Our educators will continue to provide in-house academic support to all our learners as per their specific needs.

The committee was then apprised about the **Champions Enrichment Classes**. The Principal mentioned that the Enrichment Classes for various professional courses such as NEET, JEE and CA, in association with Champions Academy were facilitated this academic year.

Currently, there are 9 learners taking these classes for JEE preparations, 2 learners taking the classes for NEET preparation and 3 learners taking the CA preparation classes. These classes are integrated with the regular classes, within school hours. Online bridge courses are being taken for the students who joined in June. The NEET [Biology] and CA classes commenced in the second week of June 2023.

Learners have given positive feedback about the classes. The Principal mentioned that Champions have informed that our learners are responding well so far. Online mock tests are being conducted regularly, and the school can follow up the results on the Champions App, to which the Principal and Segment Coach have access.

**The Enrichment Sessions** being conducted for all other grades were also discussed where the parents were apprised about the structure and the process of this programme. The educators have initiated enrichment sessions on campus and after school online sessions in this quarter to provide extra learning support wherever required. Special classes have been conducted in the last week of March and all working Saturdays for the RTE learners, to help bridge the learning gaps. They are also being supported during the non-academic periods in school, with parental consent, since they have missed classes for more than a month. Special bridge course online sessions are being conducted for those Grade 11 learners who have taken admission in the month of June. For Grades 10 and 12, enrichment sessions were conducted once a week for all subjects during the summer break also. For Grades 11 and 12, after school enrichment classes are also being conducted. Learners and educators stay back after school for these classes. The Principal added that the parents of these grades have really supported and appreciated the teachers for these sessions.

Then the Chairperson talked about our school becoming a **Cambridge English Language Assessment Centre: SCTR's The PICT Edge**. With pride, she shared with the committee that from this academic year, learners across Grades 1 to 9 and 11, will be taking their Cambridge English Language Assessment [CELA] through SCTR's The PICT Edge (Centre for Excellence in English) 'an authorized exam centre (IA334)' to conduct the internationally benchmarked Assessments for all English Language Qualifications of University of Cambridge, UK.

Learners will appear for the following levels:

YLE Starters (Pre-A1 CEFR)	KET for Schools (A2 + CEFR)
YLE Movers (A1 CEFR)	PET for Schools (B1 CEFR)
YLE Flyers (A2 CEFR)	FCE for Schools (B2 CEFR)

Ms. Mishra added that as a part of the preparation, all our educators have undergone training sessions from Cambridge Assessment English in the month of May 2023 and in regular intervals will take their refresher training for supporting the learners. The timetable has been modified to accommodate the CELA classes for the learners and coaching has commenced from 14th June 2023. Burlington English have provided the students with the resource books.

The examination will be conducted in November – December 2023.

All parent partners congratulated the school on becoming an authorized centre for CELA.

The Chairperson then shared the details of the **after-school activities**:

She was happy to share that the school had initiated 'After School Activities' for Grades 3-12, from 3<sup>rd</sup> July 2023. The schedule of the after-school activities is as under:

- Sports classes on Mondays, Wednesdays, and Fridays
- Art and Fitness classes on Tuesdays and Thursdays.

The timing of the classes is from 3.30 pm to 5.00 pm.

She informed the committee that based on the availability of the coaches, the following sport classes are being conducted:

- Badminton
- Basketball
- Swimming
- Taekwondo
- Football
- Art
- Fitness and Aerobics.

She mentioned that the classes were going on well and the learners were very excited about the same. Moving on, the Chairperson shared the details of the events conducted in this quarter.

On **International Yoga Day**, PICT Learners and Teachers successfully completed 12 Surya Namaskar and performed many standing and sitting asanas. Grade 4 learners also performed a spectacular yoga drill.

**Investiture ceremony**

As the first batch of Grade 12 commenced this academic year, the first Student Council at PICT Model School was formed. The learners of Grades 6 to 12 voted for the positions of House Captains and Vice Captains. The contenders themselves were given time to campaign. The entire process gave them the experience of various democratic processes involved in the formation of a governing body. The positions of Head Boy and Head Girl and the position of Sports Captains were open to self-nomination, followed by interviews taken by a panel of educators, coaches and the Principal.

On 29th June 2023, the First Investiture Ceremony for the Student Council Members of 2023-24, was successfully held. The Principal mentioned that the guest of honour for the investiture ceremony was Dr. Rajendra Bharud, IAS, Commissioner of Tribal Research and Training Institute Pune, Government of Maharashtra, who is also a parent partner of the school.

The Council members were bestowed with their responsibilities by the Guest of Honour, the School Principal, and the Sports Educators. The newly formed Student Council took an oath to carry out the duties assigned to them with integrity, and to be role models of exemplary conduct.

The members of the Student Council for the academic year 2023-24 are as follows:

Name of the Learner	Grade & Section
<b>Head Boy &amp; Head Girl</b>	
Abhishek Mishra	12 Commerce
Diya Reddy	12 Humanities
<b>Sports Captain- Boy and Girl</b>	
Aaran Nargunde	10 Sapphire
Ruhi Bhise	10 Garnet
<b>Agni House Captain &amp; Vice Captain</b>	
Anay Srivastava	11 Commerce
Parth Bharadia	9 Emerald
<b>Vaayu House Captain &amp; Vice Captain</b>	
Angel Kesharwani	11 Commerce
Ishaan Bhat	9 Emerald
<b>Jal House Captain &amp; Vice Captain</b>	
Shaurya Gupta	11 Science
Aarav Neema	9 Garnet
<b>Prithvi House Captain &amp; Vice Captain</b>	
Kanav Mehta	11 Science
Jainam Shingavi	9 Emerald

### Grandparents' Day

The Principal discussed the most awaited event at PICT, which was celebrated with great zeal by the teachers and the learners. This year, the learners accompanied their grandparents to the classes and engaged in various activities such as clay modelling, painting, singing etc. The grandparents also had their snacks in the cafeteria, thereby getting a glimpse into their grandchildren's life in school. The event was held on 30<sup>th</sup> June for Grades 1- 6, on 7<sup>th</sup> July for the Nestling segment and on 8<sup>th</sup> July for Grades 7-12. The celebration was filled with nostalgia and fun and was much appreciated by all.

### Independence Day:

Learners of Grades 6-12 attended the celebration in school. The flag was hoisted by the Director Principal, Dr. Pampa Chaudhuri. The Principal addressed the students and the learners performed patriotic songs and dance. The event was celebrated with patriotic fervour. All learners had a special breakfast as a part of the celebration.

**The Chairperson mentioned that some of our learners had gone on field trips in this quarter.**

**On their field trip** to the Science Park on Friday, 30<sup>th</sup> June 2023, the preschool learners explored different themes of Science & Technology.

Learners of Grades 7 and 8 visited the G20 Regional Forum exhibition on Foundational Literacy and Numeracy, on 20<sup>th</sup> June 2023, during the school hours.

### **The Principal then discussed the Happy Hour events conducted for the Nestling segment.**

Happy Hour events are focused on the skill development of our young learners which help in the holistic development of children. These activities are carefully planned and improve our learners' fine and gross motor skills, their confidence, their social bonding with peers and teamwork.

This year our little ones have participated in events such as Messy Me, Sensory Walk, Splish and Splash, Puppet Making, Green up, Doodle Fun, Incredible India and Role Play events.

### **Career Guidance**

Ms. Mishra mentioned that as a part of our endeavour to give our learners exposure to various occupational sectors, the school organizes presentations by professionals from various fields and arrange for meaningful interactions.

This year, our Grade 7 girls visited the Mastercard office at Yerwada and explored various aspects of technology as a career, as a part of the Girls4Tech programme.

Learners of Grades 9-12 were treated to an inspiring talk by coffee taster and entrepreneur Mr. Chirag Oswal, who shared his captivating journey through the world of coffee flavors, aromas, and professional growth.

The Principal added that the Grade 11 learners have already started their internship journey. In the month of May three learners of Grade 11 did their internship with Process Technix, aimed at design and development of machines. This was possible due to the initiative taken by the parents of Adwait Kharwante of Grade 7, to engage the learners in his firm. This month, seven learners are interning with Design Terra Landscapes, owned by our parent partner, Mr. Vikas Labba.

We also have a career counsellor on board who has been having one-on-one sessions with the learners, as per their needs.

Ms. Mishra then discussed about the learner's achievements:

**TED TALK:** This was an interschool elocution competition conducted in three rounds. Anay Ranade of Grade 4 won the first prize and Tanushree Desai of Grade 11 won the second prize in their respective segments. Schools from all over Pune participated in this event and the performance of all the participants from our school was appreciated by the judges.

**G20 REGIONAL FORUM:** Our learners Avishi Chauhan and Diya Reddy were selected from among several participants of 100+ schools to represent Pune Sahodaya in the Yuva Sansad. While Avishi spoke eloquently on various topics that were presented before the Sansad, Diya presented the plan of the school for various life skill activities.

Besides this, many of our students are bringing laurels to the school in various competitions. The Principal mentioned that these success stories are published on the website and the school's social media platforms and requested parents to encourage the learners on these platforms.

The Principal then discussed the continuous professional development of educators through various trainings and workshops. She mentioned that along with learners' development, the educators are also continuously undergoing various trainings for their professional development.

During this quarter, the educators have undergone numerous training courses under XSEED, CBSE, and various online and offline professional development training and courses during their summer break.

A series of in-house and external training sessions have been conducted, right from the month of March 2023. The Director Principal, Dr. Pampa Chaudhuri, has been conducting workshops and sessions for educators across grades and departments, related to Art of Questioning, Active Learning Strategies and Effective Competency based Assessment.

In the first quarter of this academic year, the school hosted the 'XSEED Kick-off' Training for all staff on 1st June 2023, conducted by the XSEED Trainer, Ms. Sunita Rao. The school also hosted training sessions on Cambridge English Language Assessment (CELA) for KET, PET, FCE, and YLE levels

which were conducted by Cambridge English Resource Person, Ms. Surbhi Bhuva from 2<sup>nd</sup> May'23 to 4<sup>th</sup> May'23. Burlington English, through their Trainer Dr. Meena Menon, oriented the core English Educators about how to use their teaching learning resources effectively on 10<sup>th</sup> Jun'23.

Ms. Mishra mentioned that at PICT, our strong commitment to empower the teaching fraternity goes beyond our school campus.

The Principal proudly announced that the Director Principal, Dr. Pampa Chaudhuri, has been felicitated with the 'Expert in Experiential Learning' Award by the Loyola Group of Schools at Thiruvananthapuram where she had trained 150 educators, across Grades 1 to 12 in using Experiential Learning techniques in their classrooms.

Burlington English in collaboration with IIT Bombay has felicitated Dr. Chaudhuri with 'The Visionary - Skills of 21st Century' award in recognition of her exemplary contribution in the field of education. It was indeed a proud moment for the entire PICT family.

The Principal, Ms. Abira Mishra mentioned that she was invited to conduct a capacity building webinar on 'Misconceptions in Social Sciences' for subject experts from across the country and the academic team of Educational Initiatives. The webinar was an initiative to collaborate with educators and talk about a topic that accentuates the possibilities of enhancing learning outcomes. The session also focused on effective teaching strategies in Social Sciences. Insights of the same were shared with our own educators on campus.

Mrs. Mishra was privileged to be one among the 130 Principals from across the state to be invited to the Delegates' Meeting of the G20 Regional Summit. Representatives from all G20 nations, government officials and leading educationists discussed the importance of ensuring 'Foundational Literacy and Numeracy'. This session was held at the Savitribai Phule Pune University on 19<sup>th</sup> June 2023.

The Secondary Coach, Ms. Aditi Ghosh and Ms. Joyee Sur, the Content Head, represented our school at the Pune Sahodaya Regional Forum on G20, at The Kalyani School, on 20<sup>th</sup> June 2023.

Ms. Jolly Chaudhari, English educator, was invited as a Guest Speaker at the English Language Meet organised by Educational Initiatives, at Bangalore. The meet focused on the Challenges in English Language Teaching and the Future of English Teaching. The English domain experts also intensively discussed the pressing issues and challenges related to students in classrooms, challenges of the teachers, and future of English language.

#### **5. Way forward for the upcoming academic year 2024-2025.**

She announced that the **sibling admissions** will open in the month of September 2023 and the process will be initiated soon. She informed that parents should look for detailed information in Beacon Week 19. She also mentioned that the school portal would be open to record the details of the applications for sibling admission on 11<sup>th</sup> September 2023 at 9.00 am and will close at 9.00 am on 18<sup>th</sup> September 2023. Admissions will be granted only against withdrawals and available seats.

#### **School fee structure:**

She apprised the members that Grade 11 academic year started in 2022-2023 and as per policy, 2024-2025 being the third year of operation, we are due for an increment in the school fee for the Senior Secondary Segment. However, to bring parity with the other segments of the school, the fee increment will be done for all segments in the year 2025-2026. Therefore, for the academic year 2024-2025, the fee structure remains the same as in this academic session.

#### **CELA, Transport and Cafeteria Fee:**

The Chairperson informed the meeting that the school has learned of an increase in the transport and cafeteria fee for the academic year 2024-2025 from the service providers citing the rising cost of living and rise in their operational costs. Cambridge Assessment English increases the fee every year and therefore, there will be an increase in the CELA Fee for 2024-2025.

#### **Uniform and Books:**

The service providers have informed of a marginal increase in the costing for 2024-2025. As is the practice, the parents can place the order for the uniforms and pay the amount online directly to the

service provider in January 2024. Similarly, the books also can be procured directly from the service providers around February 2024.

### **Interaction with EPTA members:**

The Chairperson informed the committee that all agenda points have been covered and opened the floor to questions, observations, concerns, and queries from the Parent Representatives:

- Mr. Pravin Raman, Grade 11 parent representative, requested the school to conduct soft skill and communication skills training for Grade 11 and 12 learners. The parent mentioned that it's the need of the hour and is must for children after they leave school.

The parents were assured that such training sessions will be taken up in the near future.

- Parent representative of Grade 4, Ms. Kalyani Balashankar, requested that uniform and books and stationery stalls be set up at school at the start of the new academic year. Other parents also suggested that this would be helpful.

The parents were informed that as per the CBSE rules the schools are not allowed to deal with sales of any stationery or books at school, so it's advisable that parents order the books and ask the vendor to home deliver it.

- The parent representative of Grade 8, Ms. Piyali Mandal, raised a concern about the size of t-shirts and quality of the uniform.

The Chairperson urged all the parent partners to raise such concerns directly with the uniform vendor. School will also pass on the message with the service provider.

- Ms. Mandal also requested that story telling sessions be conducted to enhance the creative side of the children. The meeting was assured that the request will be put up with the Cambridge English team.
- Ms. Kalyani Balashankar mentioned that along with skill training, learners should be trained on developing habits, as habits transform into discipline and this discipline of following a habit religiously will take them a long way.

The parent representatives and the teacher representatives agreed with the parent and the educators requested the parents to support the school in developing good habits by encouraging the learners to do their tasks daily.

- Ms. Mandal also enquired if there is going to be change in the board exam pattern from next year, since a lot of discussion was there on the social forums about the same.

The Principal asked the parents to refrain from following WhatsApp news and wait for the Beacon and cover letter which will surely address such issues as soon as CBSE comes out with any such circulars or information.

- Grade 1 parent representative, Ms. Priyanka Patil, requested that the cafeteria should not serve popcorn, bhel, etc. during monsoon season as it becomes soggy, and the children do not eat it. The meeting was assured that the school will look into the same.
- All the parent representatives shared their concern about the Term 1 exam falling during the Ganpati festival.

The parents were apprised about the CBSE norms that Term 1 should be completed by 30<sup>th</sup> September. Every alternate year, with the shift in dates of the festival, the exams may coincide with the celebrations. However, we always encourage continuous preparation for assessments and that will enable our learners to take the exams with confidence.

- Finally, the Chairperson put across a few concerns regarding parents missing important deadlines like payment of fees, filling forms for necessary registration details, almanac not being followed and increasing absenteeism which leads to increase in learning gaps.
- Parents were also requested to ensure that children attend school regularly. The teachers also requested that the children should be monitored at home, should be motivated to complete their learning log regularly, and must maintain a consistent self-study routine. This habit will surely enhance their conceptual clarity and also develop independent learning skills.

- Th parent representatives thanked the educators for all their efforts and said that the learners were very happy at school.

**6. Vote of Thanks:**

Finally, as there was no other business, the meeting was concluded with the Chairperson thanking the members warmly for their participation and presence in the meeting and for constantly supporting the school in all its endeavours. With this, she concluded the 2<sup>nd</sup> meeting of EPTA for the academic year 2023-24.

Date: 26<sup>th</sup> August 2023

Place: Pune