

**PICT MODEL SCHOOL**  
**Survey no. 6, Mahalunge-Balewadi, Pune – 411045**  
**Minutes of the 3<sup>rd</sup> Executive Committee of Parent Teacher Association (EPTA)**  
**Meeting 2019-2020**

**Date:** 17<sup>th</sup> Jan, 2020, Friday

**Time:** 9:00am to 10:30am

**Venue:** Board Room of PICT Model School

**Members Present:**

Mrs. Manju Surendran	Principal
Mr. Vikram Balwadkar	Parent Representative -Grade 2
Mrs. Amruta Thite	Parent Representative -Grade 3
Mrs. Jharna Jaiswal	Parent Representative -Grade 4
Mrs. Asha Nithish	Teacher Representative-Grade 1
Ms. Nupur Agashe	Teacher Representative- Grade 2
Mrs. Sheetal Joshi	Teacher Representative- Grade 3
Mrs. Manpreet Kaur	Teacher Representative- Grade 4
Mrs. Yogita Thakare	Teacher Representative- Grade 5
Mrs. Pooja Jadhav	Teacher Representative- Grade 6
Mrs. Jyoti Maru	Teacher Representative-Grade 7
Ms. Aditi Ghosh	Teacher Representative- Grade 8

**Members Absent:**

Mrs. Sneha Tapadia	Parent Representative -Grade 1
Mr. Mohan Kalate	Parent Representative -Grade 5
Mr. Siddharth Kabra	Parent Representative -Grade 6
Mr. Ravindra Chaugule	Parent Representative -Grade 7
Mr. Surendran Kandath	Parent Representative -Grade 8

**1. Welcoming Members:**

Mrs. Manju Surendran, Principal extended a warm welcome to all the members of the Executive Committee of the PTA of PICT Model School.

Mrs. Manju Surendran, Principal noted that the requisite quorum for the meeting was present and called the meeting to order. The Principal then tabled the Agenda as circulated along with the Notice of the meeting to all the members. The meeting unanimously adopted the Agenda for the Third Executive Committee of the PTA (EPTA).

**Agenda:**

1. Reading and adopting the MoM of 16<sup>th</sup> Oct 2019
2. After School Activities 2020-2021
3. Concert /Annual day /Recital plan and costume logistics
4. Collaborative Project with PICT Engineering College
5. Any other agenda with the consent of the members
6. Vote of thanks

The Chairperson informed the meeting about the absence of Mrs. Sneha Tapadiya, the parent representative of Grade 1, Mr. Mohan Kalate, the parent representative of Grade 5, Mr. Siddharth Kabra, the parent representative of Grade 6, Mr. Ravindra Chougule, the parent representative of Grade 7 and Mr. Surendran Kandath, the parent representative of Grade 8 and leave of absence was granted to them as per their intimation to the school. She once again welcomed all the members to the Committee.

**1. Reading and adopting the MoM of 16<sup>th</sup> October 2019**

The meeting commenced with the reading of the Minutes of the 2<sup>nd</sup> Executive Committee of the Parent Teacher Association (EPTA) of 16<sup>th</sup> Oct 2019 and the same was unanimously adopted by the meeting without any modification.

**2. After School Activities 2020-2021**

The Principal, Mrs. Manju Surendran, put forth the agenda for the after-school activities for the academic year 2020-21. She briefed the members about the various after school activities. She informed the members that the learners would be able to choose a sport they wished to gain expertise in along with an option of performing art. The program would be open for learners from Grades 3 to 9. The proposed timing for the same being 3:15pm – 5:15pm. The activities would include

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- Furtados School of Music – Western Vocal and Instrumental
- Shiamak Davar Institute of Performing Arts – Contemporary dance
- Helen 'O Grady – Speech and Drama
- TENVIC – Sports

The Principal briefed the meeting about the proposed ASA program. The program will be conducted in two terms. She also informed the meeting that the partner institutions would be present for an interaction on the day of the 'Parent Orientation Program' scheduled for the new academic year.

The Principal reiterated that the program would be conducted 5 days a week and would entail 4 days of sports and 1 day of performing arts. The timing for the same would be 3:15pm to 5:15pm. She explained the entire schedule of the proposed ASA and clarified operational procedures with the members present.

The Principal also informed the EPTA that FSM would be training the learners for the Trinity International certification. The details of the certification exam fees would be shared with the parent partners. The parent partners would have the discretion to opt for the certification exam.

As a final culmination to their training, the learners of Shiamak Davar Dance group would perform on the day of the annual 'Strokes and Splashes Art Fest' 2020-21.

**Sports Options:** The learners would be able to choose from options of table tennis, basketball, badminton, athletics, football and tennis for their sports training. The Sports Instructors would be training the learners for both Basic & Advanced level of the sport. They would focus on strength training, stretching, warm up and cool down activities along with the skill development of the chosen sport.

The Principal informed the meeting that no change in option would be allowed mid-term. Once selected learners will have to complete the year to master the sport/performing art chosen.

Mrs. Thite enquired if it was compulsory to take both sports and PA or they could opt for either one of them. She also wanted to understand if one day in a week training for Performing Art would suffice.

Mrs. Manju informed the members that both sports and PA has to be chosen. In case of only one option, the costing would be very high and not feasible. She also informed the parent members that both the FSM and Shiamak opined that one hour a week was enough for training purpose.

The Principal, Mrs. Manju informed the members that from the next academic year, school will have an athletics program. The athletic track would be ready and the learners would undergo the athletics training on a rotation basis and aim would be to give the learners enough exposure to excel further.

During the course of the discussion, the Principal clarified the concerns regarding snack time, pursuing the same sport for one year, feedback for the ASA and inclusion of Bharatnatyam as an option in the Performing Arts.

### **3. Concert /Annual day /Recital plan and costume logistics**

The Principal informed that the Annual Day has been organised, segment wise, specific to performances. She informed the members that the invitation for the annual concert would be sent along with the Beacon. She thanked the parent partners for their support in collection of costume money. She also informed the meeting that the collection of costume money was almost complete. She also informed that next year, the school was looking into the process of online collection of money.

The Principal informed that next year onwards, the school proposes to add an appropriate amount to the costume money to cover the logistic expenses like make-up, props, sound and light and other technical requirements. The meeting unanimously approved this proposal and resolved that the school can collect money for the logistics for the Annual Concert.

The Principal requested the parent partners to speak about their experiences in costume money collection.

Mrs. Thite informed that parents were of the opinion that money could have been collected on the day of the PTM that was held a week prior and would have saved on both time and travel. Mrs. Manju informed the parent members that it was logistically not possible as the entire team is engaged during the PTM.

Mrs. Thite enquired if the learners of Grade 6 and above could be allowed to carry money and it would help them to understand about handling money. She also suggested that the costume money could be included in the school fees.

Mrs. Manju informed that school does not allow learners to carry money to school. She said that the school was very transparent with parents while dealing with money.

With the increasing numbers, the school was looking into options of online payment of money.

#### **4. Collaborative Project with PICT Engineering College**

The Principal informed the Executive Committee members about the collaborative project with the **PICT Engineering College**. She proudly informed that 2 of the projects presented by the learners were selected by the PICT Engineering College and the school was looking forward to its successful completion. The projects were being mentored by the students of the engineering college. The projects were –

1. Gas Sensor (IOT based)
2. Congestion in Mall Parking

Ms. Pooja Jadhav teacher representative of Grade 6 updated the parents regarding the projects that were selected. She informed the parent partners that the learners of grade 6 would be presenting a partial prototype of the gas sensor project on the day of Science Mela. The second project was about the online booking of parking space in a mall. This would help in solving the congestion issue in mall parking.

The Principal informed the members that the school would be encouraging the learners from Grade 6 and above to present their ideas. The projects that were selected would be further supported by the school till their culmination. The school was also looking into patenting the ideas as per the feasibility and costing of the project.

#### **5. Any other agenda with the consent of the members**

The Chairperson noted that the agenda items were covered and welcomed other points for discussion. The parent members put forth the concerns raised by parents.

- Mrs. Jaiswal requested if school could share details of parents for easy communication. She opined that it was difficult for her to reach out to parents. The Principal informed that school could not share parent information as per the School's strict data privacy policy. The way ahead would be for parents to read the Beacon religiously. The Beacon was a one stop solution for everything.
- Mrs. Thite raised a concern that some models for science Mela were sent back home and thus got damaged. The Principal informed that the educators would look into the matter.
- Mrs. Thite enquired if it was possible to allow a child with a fracture to attend school instead of missing the school for 2-3 weeks. The Principal said that school had the facility of ramp and lift to cater to needs of an injured child. But with many learners around, there is always a possibility of an untoward incident happening. Thus, it would be better for the learner to recover and then attend school. She emphasized that health of the learner is first and foremost and everything else is secondary. She also said that the educators do help the learners to catch on their academics after recovery.
- Mrs. Thite enquired if it was possible to get a diary note whenever the learner visited the infirmary. The parent also enquired if the hospital partner has changed. Mrs Thite appreciated the new look and infrastructural enhancement of the

infirmary. The Principal informed the members that a record is maintained for every learner visiting the infirmary. In case the child needs more attention, the nurse connects with the front desk and the parent is immediately informed. She also said that the school is now partnering with Jupiter Hospital and the parent partners will be soon updated regarding the same.

- The Principal put forth the suggestion of partnering with Times NIE for students' edition. She informed that the cycle of the newspaper is April to March or March to June. She further added that it is a 5 day a week edition and there are total 186 editions in a year. The charges for the same would amount to Rs. 456/- per student every year. The subscription was for learners of Grade 3 and above. The newspaper covers quizzes, journalist meets and other student focused events. She further said that it would be applicable to all learners and was not optional. She requested the parent members to share a feedback about the subscription in a week's time and also agreed to share the material regarding the same with the parent partners. The parent representatives welcomed this suggestion.
- The Principal informed the meeting about initiation of the online sale of food coupons. She also informed that in the next academic year, the school was looking forward to digitising the process of food coupons by barcoding the learner I-Cards.
- Mrs. Jaiswal suggested if the school could start a special summer program. The Principal informed that the school was first looking forward to start the ASA in June 2020 and would take up the suggestion of holiday camps subsequently.
- Mrs. Thite appreciated that the school allowed learners to wear casual attire and would welcome more such occasions.

#### **6. Vote of Thanks.**

There being no other business, the meeting ended with the Chairperson thanking the members warmly for their participation and presence in the meeting.