

PICT MODEL SCHOOL
Survey no. 6, Mahalunge-Balewadi, Pune – 411045
Minutes of the 2nd Executive Committee of Parent Teacher Association (EPTA) Meeting
2019-2020

Day and Date : Wednesday 16th October 2019

Time : 9:00 am to 10:40 am

VENUE : Board Room of PICT Model School

Members Present:

Mrs. Manju Surendran Principal CBSE
Mrs. Sneha Tapadia Parent Representative -Grade 1
Mr. Vikram Balwadkar Parent Representative -Grade 2
Mrs. Amruta Thite Parent Representative -Grade 3
Mrs. Jharna Jaiswal Parent Representative -Grade 4
Mr. Ravindra Chaugule Parent Representative -Grade 7
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:

Mr. Siddharth Kabra Parent Representative -Grade 6
Mr. Surendran Kandath Parent Representative -Grade 8
Mr. Mohan Kalate Parent Representative -Grade 5

Welcoming Members:

Mrs. Manju Surendran, Principal CBSE extended a warm welcome to all the members of the Executive Committee of the PTA of PICT Model School. Mrs. Manju Surendran, Principal CBSE and the Chairperson noted that the requisite quorum for the meeting was present and called the meeting to order. The Chairperson then placed the Agenda as circulated along with the Notice of the meeting to all the members. The meeting unanimously adopted the Agenda for the Second Executive Committee of the PTA (EPTA).

Agenda:

- 1. Reading and adopting the MoM of 8th June 2019**
- 2. Proposed Fee for upcoming Grades of IX (2020-2021)**
- 3. After School Activities 2020-2021**
- 4. Concert /Annual day /Recital plan and costume logistics**
- 5. Collaborative Project with PICT Engineering College**
- 6. Proposed ICT Curriculum**
- 7. Uniform online App**
- 8. Introduction of Grade 8 Teacher Representative**
- 9. Any other agenda with the consent of the members**
- 10. Vote of Thanks**

Mrs. Manju, informed the meeting about the absence of Mr. Siddharth Kabra, the parent representative of Grade 6 and Mr. Surendran Kandath, the parent representative of Grade 8 and Mr Mohan Kalate, the Parent Representative of Grade 5 and leave of absence was granted to them. She once again welcomed all the members to the Committee.

1. Reading and adopting the MoM of 8th June 2019 The meeting commenced with the reading of the Minutes of the 1st Executive Committee of Parent Teacher Association (EPTA) of 8th June 2019 and the same was unanimously adopted by the meeting.

2. Agenda - Proposed Fee for upcoming Grades of IX (2020-2021) Mrs. Manju Surendran informed the meeting about the Proposed Fee structure for upcoming Grade IX. She informed the Executive Committee members that the fee structure from Grade 1-8 would remain the same and a new fee structure for Grade IX (2020-2021) is being introduced. She also informed that the fees from Grade 1-8 are raised after every 2 years which was acknowledged by Mrs. Amruta Thite, parent representative.

The Vice Chairperson, Mr. Ravindra Chaugule raised a query regarding opening of Grade IX & X together. Mrs. Manju informed the Committee members that it would be a natural progression with Grade IX coming up in 2020-21 and Grade X would open in 2021-22, as per the guidelines of CBSE.

A query was raised by Mr. Ravindra Chaugule regarding the infrastructure, like laboratories, needed for Grade IX and above. Mrs. Manju assured the Committee members that the required infrastructure was ready with the construction of S-Block being completed. He also raised concern whether learners would be given additional preparation in classrooms for the CBSE Board as well as other competitive entrance examinations. He emphasised that some learners excel in a field and should be given more challenging questions to cater to their needs.

Mrs. Manju assured the committee members that the learning process at PICT Model School is in line with the learning methodology wherein the learners are trained to reflect and think independently. Learners across Grades 1-8 are trained to understand and implement the concepts logically. This develops critical thinking and logical reasoning in learners which is needed to crack any kind of assessment. All the parent partners acknowledged the same.

She also updated that the School was looking forward to setting up a Content Team that would work in tandem to create a question bank on logical thinking. Mr. Ravindra Chaugule and Mrs. Jaiswal informed that they could provide contacts of professionals who prepare questionnaires for all subjects – English, Science, Social Science and Math. Mrs. Manju thanked the parents and looked forward to the collaboration in the best interests of the learners.

Mrs. Tapadia raised a query whether HOTS are only a part of XSEED curriculum. Mrs. Manju informed that HOTS are a part of training methodology irrespective of the XSEED curriculum.

Mrs. Manju tabled the consolidated Fee Structure for the upcoming Grade IX for the academic year 2020-21 (Annexure 1). The meeting unanimously passed the same.

3. Agenda - After School Activities 2020-2021

Mrs. Manju Surendran, then put forth the agenda for the after school activities for the academic year 2020-21. She informed the members that learners would be able to choose from any of the sport and performing arts they wished to gain expertise in. The program would be applicable to Grades 3 and above. The proposed timing was 3:15pm – 5:15pm. The activities would include -

- * Furtados School of Music – Western Vocal and Instrumental
- * Shiamak Dawar School of Dance – Contemporary
- * Helen O’ Grady – Speech and Drama
- * TENVIC – Sports
- * Bharatnatyam (proposed)

There would be a structured curriculum and the learners would be trained professionally so that they can take the graded examinations. Mrs. Manju proposed that the program would entail 4 days sports and 1 day of PA. Keeping in mind the safety and security of the learners, the transport facility would not be provided to the learners in the evening. The parent partners would be picking up their wards with a differently designed escort cards being issued to them. Also, the learners would be provided snacks before leaving the school campus. She also informed that this program is currently restricted to the in-house learners that is only for the learners of PICT Model School.

Mr. Ravindra Chaugule raised a concern regarding the infrastructure and Mrs. Manju informed that all infrastructure would be in school only. Mrs. Jaiswal wanted to know if the payment for the above program could be paid quarterly. Mrs. Manju clarified that the payment needed to be paid term-wise. The meeting wholeheartedly welcomed the proposal and unanimously expressed that the school should work towards its implementation.

4. Agenda - Concert /Annual day /Recital plan and costume logistics

Mrs. Manju informed that the Annual Day would be organised segment wise – Grade 1 & 2 and Grade 3 to 5 and Grades 6 to 8. She reiterated that last year, the EPTA members had extended support in collecting the costume money from the parent partners and this year as well their support would be welcome. She also informed that from next academic year the Annual Day

may be held in the month of December, considering that Grade 9 will be coming up. She also informed that learners would be given ample opportunities to participate and showcase their talents in various events throughout the year rather than focussing only on the Annual Day.

5. Agenda - Collaborative Project with PICT Engineering College

Mrs. Manju Surendran, informed the Executive Committee members about the collaborative project with the PICT Engineering College. She informed that 30 teams of 5 learners, each across Grades 6-8, are working on different projects on various ideas for which they prepared proposal, documentation and presentations. The learners visited the PICT Engineering College and confidently presented their projects in front of the experienced professors at the college. They were extremely appreciative of their efforts. She proudly informed the students of PICT College will be mentors to these learners and they will present their projects in the Science Mela in month of January, 2020.

Mr. Ravindra Chaugule, suggested that the learners should be encouraged to work on the projects and take it to the logical end. The meeting was unanimously opined that it is the role of the parents to motivate learners to complete the projects irrespective of the outcome of the project.

6. Agenda - Proposed ICT Curriculum

Mrs. Manju invited Mr. Ravindra Chaugule to enlighten the members about the proposed revised ICT curriculum to be taken up from the next academic year. Mr. Ravindra Chaugule informed the meeting that he along with Mr. Siddharth Kabra were working on mini projects that can be mapped with the current ICT curriculum. He suggested that the ICT curriculum should include theory along with practical that is implementation of different projects. He proposed that a project be introduced that would increase in complexity as per the level of the grades. It would involve skills of mechanics and electronics. Mrs. Manju suggested that Ms. Suja Nair, SMC parent representative, could help in patching the current curriculum with proposed features. She suggested Mr. Ravindra Chaugule to share the documentation of the proposal with other members for their views and also with the professors of PICT College for their suggestions.

7. Agenda - Uniform online App

Mrs. Manju Surendran, informed the quorum about the introduction of the Uniform online App that would be synced with the current ERP, Etech for easy use by the parent partners. This App would be standardized app which will also have the feature of home delivery. She suggested that next year the uniform vendors would be present in person only during the initial book sale at the start of new academic year.

8. Agenda - Introduction of Grade 8 Home Room Teacher

Ms. Aditi Ghosh, the Home Room Teacher of Grade 8, introduced herself to the members of the committee. The members warmly welcomed her to the EPTA.

9. Any other agenda with the consent of the members

- * Mr. Ravindra Chaugule raised a concern that a few learners performed well in block assessments but could not perform in the Term assessments. He suggested that preparatory exam should be conducted before the Term exams which will give the learners a practice of how to write assessment in restricted time. The idea was not approved by other members and they opined that one more assessment will be very stressful for learners. Mrs. Tapadia opined that life is unpredictable so we should let the children take what comes their way and not load them with more assessments. Mrs. Manju informed that the educators facilitate the learning process and do not teach for assessments. The school shares the blue print of the assessment with the parent partners well in advance. The test wrapping, post assessment, is a reflection tool for the learners. It is a stepwise process that helps the learner to reflect and understand what were their individual misconceptions and for the educator to reflect on whole class misconceptions. Also, that the Board exam is a part and parcel of their journey and the educators facilitate the process. The learners go through MCQ that helps to enhance their logical reasoning. The parents agreed that the Block assessments, Periodic Tests and the Term assessments adequately train the learners to take up assessments.
- * Mr. Ravindra Chaugule next raised the query of the preparedness of the school to take up Grades 9 & 10 to which the Principal, Mrs. Manju informed that the school has already begun the planning in this regards.
- * He also raised the query of school timing and to reduce the timing by half an hour. Mrs. Manju said that the change in school timing is not a possibility and the parents are briefed about the timings, teaching-learning and admin process during the admission. The query of reducing the time during assessment was also raised to which Mrs. Manju stated that, assessment is a part of life and an ongoing process. Mrs. Amruta stated that, her elder daughter is in Grade 7 and the learners never complain about not coming to school during assessments. In fact, they enjoy coming to school. Learners also enjoy coming on Saturdays and don't mind the long hours. She said that it is only the parents who have qualms about regular school hours during assessments and on Saturdays.
- * Mr. Ravindra Chaugule, suggested the introduction of Open Book Assessment for the learners. Mrs. Manju informed the meeting that Open Book and 'No Invigilator Assessment' are being considered to be introduced in the upcoming term.
- * Mrs. Jaiswal requested that the Diwali vacation be advanced by few days as there are many parents who travel to far off cities that require longer travel time. Hence, advancing the vacation by couple of days before Diwali would be welcomed. Mrs. Manju informed the meeting that this suggestion is already being implemented from the next academic year.
- * Mrs. Tapadia was concerned about the transition of learners from pre-primary to Grade 1 and that the increase in timings is exhausting for the learners. Mrs. Manju assured that the learners feel the same only for the initial week and quickly adapt later.
- * One suggestion was regarding the validity of food coupons to which Mrs. Manju said that there can be no change. She further said the process of online payment and printing of coupons is being worked on.
- * Mr. Ravindra raised the concern regarding the quality of the fabric of the track pant and collar of the T-Shirt. Mrs. Manju assured the meeting that the issue was being worked on.
- * Mrs. Manju raised the concern of traffic rules not being adhered to during the parent pick up and drop. She emphasised the importance of same with the upcoming metro line

work and clogging of the road. She also clarified the concern over the parking tickets which can be stuck from inside of the vehicle.

- * There was a suggestion given by Mr. Chaugule for including Artificial Intelligence (AI) in Grade 9. Mrs. Manju said that it has been proposed to be a part of curriculum as per CBSE guidelines.
- * Recognitions

Mrs. Manju Surendran briefed the meeting about the schools achievements

- * PICT Model School is ranked in the Top 20 schools in Maharashtra by Education Today.
- * PICT Model School is ranked in top 6 CBSE schools in Pune by Education Today.
- * Special Jury Award for Design Thinking leaders by Education World.

Upcoming Events Mrs. Manju briefed the meeting about the upcoming events

- * Joy of Giving- is being observed by to celebrate Diwali at school.
- * Cambridge English Language Assessment will be conducted from 18th to 23rd November 2019 for all learners from grades 1 and above.
- * International Kids Cinema- Mrs. Manju informed that the school is considering the proposal to host the Festival of International Kids Cinema in the month of November. 20 international kids' movies will be screened for the learners and their parents. The school was working towards the budgeting of the same. Mrs. Jaiswal suggested that the school should consider a tie up with Mass Communication colleges for Film Festivals to be hosted in the school.
- * Interschool Visual Art festival- Mrs. Manju briefed the members about the annual interschool art festival 'Strokes and Splashes' which the school is hosting in December and that 15 schools would be invited to participate in this event. The members appreciated the Rising Pheonix mascot which was conceptualised and designed in-house by the Visual Art team.
- * All the parent representatives unanimously appreciated the efforts of the school in making the learning experience engaging for all the learners.

10. 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.