



**INDIAN EDUCATION SOCIETY
IES SECONDARY SCHOOL, CHARKOP
(ENGLISH MEDIUM)**

SECTOR 2, CHARKOP, KANDIVALI (W) MUMBAI-400 067.

E-mail : charkop.secondary.english@ies.edu



UDISE NO. : 27230700230

INDEX NO.32.06.032

Ref. No. SSC/ 85 /2024-2025

Date : 02.07.2024

Notice of the meeting of the Parents-Teachers Association 2024-25

To,
The Members of Parents-Teacher Association 2024-25

Subject: Notice of the meeting of Parents-Teacher Association (PTA) 2024-25

Sir/Madam,

With reference to the subject cited above, as per the provisions of the section 4(2) (f) of the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 (Mah VII of 2014) and rule 4(2) of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, the division wise meeting of the Parents-Teachers Association is scheduled on **Friday, 19th July 2024.**

Agenda of the meeting is given below. You are requested to attend the meeting in time. As per the provisions of rule 4(4), of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016 the meeting will be conducted if at least ten percent of the members of the full complement of the PTA are present. If the attendance is less, the Chairperson shall adjourn the meeting for half an hour. If the quorum is still not fulfilled, the meeting will be cancelled and recalled after 15 days by following the process mentioned in the rules.

Agenda of the Meeting

1. To inform the parents about the curricular and co-curricular activities of the school
2. To inform the parents about the evaluation procedure for the class/subjects.
3. To appeal to the parents to pay the prescribed fees regularly.
4. To inform parents about process of formation of Parents Teachers Association Executive Committee (PTA EC) for the Academic Year 2024-25

Yours faithfully,

Secretary

Parent-Teachers Association (PTA) 2024-25

Enclosed - Schedule A



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SCHDEULE - A

School Name : IES Secondary School, Charkop

Schedule for the PTA Meetings

Std	Div	Date of Meeting	Time of meeting
V	E	19/07/2024	07:30 am to 08:00 am
VI	E	19/07/2024	08:10 am to 08:40 am
VII	E	19/07/2024	08:50 am to 09:20 am
VIII	E	19/07/2024	09.30 am to 10:00 am
IX	E	19/07/2024	10:40 am to 11:10 am
X	E	19/07/2024	11:20 am to 11:50 am

Secretary

Parent-Teachers Association (PTA)

School Name : IES Secondary School, Charkop