

Ref. No. IES/MES/402/2021-22

Date 11/1/2022

To,

Respected Sir/Madam,

**Minutes of the First Online meeting of the Parent Teachers' Association Executive Committee (PTA EC) 2021-22 of IES Modern English School Dadar (W), held on Saturday, 1<sup>st</sup> January 2022 at 10.00 a.m.**

The following members attended the meeting of the PTA EC:

SR.	POST	NAME – PARENT/ TEACHER	STD.
1	CHAIRPERSON – INCHARGE	SMT. JYOTI GAWDE	
2	VICE-CHAIRPERSON - PARENT	SMT. SUPRIYA K. KHANOLKAR	X
3	SECRETARY - TEACHER	SMT. SHEELA MISHRA	
4	JOINT SECRETARY – TEACHER	SMT. SHOBHA SALEKAR	
5	TEACHER MEMBER FOR STD. V	SMT. TEJASWINI NIKAM	
6	PARENT MEMBER	SMT. DARSHANA N. PATIL	V
7	TEACHER MEMBER FOR STD. VI	SHRI. ASHOK SHIRSAT	
8	PARENT MEMBER	SMT. VIDYA K. TELANG	VI
9	TEACHER MEMBER FOR STD. VII	SMT. MITALI VALE	
10	PARENT MEMBER	SHRI. SUMUKH K. KANADE	VII
11	TEACHER MEMBER FOR STD. VIII	SMT. FRANCISCA DANTAS	
12	TEACHER MEMBER FOR STD. IX	SHRI. SAMEER SHIRSEKAR	
13	PARENT MEMBER	SHRI. SAMEER V. KULKARNI	IX
14	TEACHER MEMBER FOR STD. X	SMT. VASUNDHARA PATIL	
15	PARENT MEMBER	SMT. POONAM P. AMBERKAR	X
16	PARENT MEMBER	SHRI. SANJAY K. GAWADE	V
17	PARENT MEMBER	SMT. UMA R. AKKELA	VI
18	PARENT MEMBER	SMT. ARCHANA H. RANE	X
19	MANAGEMENT REPRESENTATIVE	SMT. NANDINI MENON	

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**NOTE:** 19 out of 21 members were present.

Absent members: 1. Smt. Sheetal V. Manjrekar (Joint Secretary- Parent)

2. Smt. Roshani R. Waravdekar (Member- Parent).

1. The Meeting commenced at 10.08 a.m. The Chairperson Smt. Jyoti Gawde declared that out of the total number of 21 PTA EC Members, 19 members were present and attending the meeting, more than 50% of the parent members were present. Therefore, the quorum required under the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, has been fulfilled.
2. The Chairperson asked the members whether they had received the Notice dated 14<sup>th</sup> December 2021 along with the Agenda for the meeting. All the members accepted that they had received this Notice.
3. The Chairperson asked the members whether she could dispense with reading the Notice and the Agenda for the meeting since all the members had received the Notice and the Agenda. The members accepted her request for dispensing with reading the Notice and the Agenda for the meeting.
4. The Chairperson explained the process of formation of PTA EC in the school, under S. 4 (2) (a) of the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 (as amended) read with Rule 6 of the Maharashtra Educational Institutions (Regulations of Fee) Rules.
5. The Chairperson expressed the gratitude for the cooperation extended by everyone for successful completion of the formation of PTA EC for the Academic Year 2021-22.
6. The Chairperson thereafter proceeded to the second item on the Agenda, which was to inform parents about the online education. She informed that teachers are conducting online classes on the Microsoft Teams platform. The online sessions for Standards V to X have commenced from 15<sup>th</sup> December 2021. The offline sessions for Standards VIII to X have commenced from 4<sup>th</sup> of October 2021 and the offline sessions for Standards V to VII have started from 15<sup>th</sup> December 2021. She further informed them that the offline and online sessions for Standards V to X are to be conducted simultaneously.

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7. The Chairperson informed the parents that each day the school premises are thoroughly cleaned and sanitized and that all the teaching and the non-teaching staff of the school have completed taking their second dose of vaccination.
8. The Chairperson discussed the forthcoming activities - The Chairperson informed the parents that the preliminary examination of Standard X and the practice unit test for Standards V to IX would be conducted from 10<sup>th</sup> January 2022 to 21<sup>st</sup> January 2022. Preliminary examinations as well as the practice tests would be conducted in the online and offline methods. Necessary arrangements would be made for the same.
9. The Chairperson also discussed the evaluation pattern followed for the grade subjects (Jal Suraksha and Defence Studies) for Standard X. She also informed that the Activities, Projects and F.H.W submissions are in progress.
10. The Chairperson informed about the time table for the prelims as well as the practice unit test have been posted on the class WhatsApp groups by the respective class teachers. For Standard X practice prelims, orals would be conducted for the languages before the prelims, science practice practicals would be conducted after the prelims. Time table for the orals has been sent to the students. Science practicals will be conducted online.  
The date and timing of submission of the unit test papers as well as the prelims papers will be communicated by next week.
11. The Chairperson also informed that Standards V and VIII scholarship exam dates have been notified. The application process is being conducted at present. For practice, IES has arranged practice scholarship exam on 22<sup>nd</sup> January 2022. The time table for the same has been forwarded to the students.
12. The Chairperson asked the parents whether there was any query related to the agenda. There were no such query from the parent.
13. The Chairperson then allowed the parents to ask any query related with any other matter.
  - A. Smt. Darshana Patil asked for the copy of the minutes. The Chairperson informed her that it will be circulated to all the PTA EC parent members shortly. She also asked if the school is going to take action for the increase in the number of corona cases. The Chairperson informed that up till now no directives have been received from the Education Department or IES for the same. As soon as the school receives the directives, further decision would be taken accordingly.



INDIAN EDUCATION SOCIETY  
**MODERN ENGLISH SCHOOL**

SCHOOL INDEX NO. 3105026

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- C. Smt. Supriya Khanolkar asked about vaccination of students over 15 years. The Chairperson said that the BMC representative had approached the schools a few days earlier and taken information on the number of students on roll for Standards IX and X. Further steps would be taken according to the directives given to the school.
14. The members accepted that they did not have any other issues to be discussed in this meeting and the Chairperson therefore thanked the members and declared the meeting as concluded at 10.37 a.m.
15. The PTA EC meeting was recorded and saved on Microsoft Teams Platform.

Secretary PTA EC