

**FORMAT II**  
**[see Rule 8(1)]**

Notice of meeting of Executive Committee of Parent – Teachers  
Association (School Name : IES New English Primary School)

To,

Shri. Vijaypratap Brijraj Singh – Chairman of Executive Committee  
Smt. Saiyogita Sakharam Manjrekar – Vice President of Executive Committee  
Smt. Esther Martin – Secretary of Executive Committee  
Shri. Sandeep R Singh – Joint Secretary of Executive Committee  
Smt. Usha Manoj Sangale – Joint Secretary of Executive Committee  
Shri. Sanjay Baliram Ghadigaonkar – Member of Executive Committee  
Smt Smita Anand Angre – Member of Executive Committee  
Smt. Pooja Ananda Gurav – Member of Executive Committee  
Smt. Sunitadevi Rajbhar – Member of Executive Committee  
Smt. Bharati Vishram Shenai – Member of Executive Committee  
Smt Pooja Vyankatesh Joshi – Member of Executive Committee  
Smt. Hema Nishit Parikh – Member of Executive Committee  
Shri. Vijay Paschal Rosario - Member of Executive Committee

**Sub. : Meeting of Executive Committee**

Sir/Madam,

With reference to the subject cited above, as per the provisions of the Section 4(2)(e) of the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 (Mah. VII of 2014) and Rule 8(1) of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, the meeting of Executive Committee of IES New English Primary School is scheduled on 21/03/2020 at 11.00 am to 12.00 noon at Activity Room.

Agenda of the meeting is enclosed herewith. You are requested to attend the meeting in time. As per the provisions of Rule 8(3) of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, the meeting will be conducted only if at least one-third members of the total strength are present and provided that more than fifty percent of the parent members of the total number of parent-members are present. If the quorum is not fulfilled, the Chairperson of the Committee shall adjourn the meeting for half an hour. No business will be transacted in the meeting unless there is quorum. The meeting will be cancelled and will be recalled after fifteen days by following the process mentioned in these Rules.

Yours faithfully,

Secretary,  
Executive Committee.  
IES New English Primary School

**Agenda**

1. To grant leave of absence to members..
2. To read and confirm the minutes of the last meeting.
3. To present the success & Achievements.
4. To present the forth coming activities.

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**[see Rule 8(1)]**

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Association (School Name : IES New English Primary School)

To,  
Shri. Vijaypratap Brijraj Singh – Chairman of Executive Committee

**Sub. : Meeting of Executive Committee**

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