

Ref. No.

IES/NEP/137/2019-20

Date _____

21/11/2019

FORMAT II
[see rule 8(1)]

Notice of meeting of Executive Committee of Parent – Teachers Association

To,

Shri. Vijaypratap Brijraj Singh - President 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 (School Name: IES New English Primary School is scheduled on Dt. 07/12/2019) (at : 9.30am to 10.30am.) at (Venue : 1st / Blue)

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

Ref. No. _____

Date _____

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.

School Name : IES New English Primary School

Agenda

1. To read and confirm the minutes of the last meeting.
2. To present the forth coming activities.
3. To consider such other matter as may be allowed by the chair person.