



**CITY PRIDE SCHOOL, RAVET**  
**EXECUTIVE BODY MEETING - (2022-23)**

**MINUTES OF THE MEETING**

**Day and Date-Thursday, 13<sup>th</sup> October 2022**

**Time- 12:00pm-2:30pm**

**Venue- School Auditorium**

The meeting of Executive Committee of Parent Teacher Association (EPTA) 2022-23 was conducted on Thursday, 13<sup>th</sup> October 2022, at 12.00 noon in the school auditorium. Chairperson Mrs. Sumedha Phadke shared the agenda of the meeting.

**AGENDA:**

- Welcome
- Confirmation of last MOM – 30.06.2022
- Report of the school
- Admission Process for the academic year 2023-24
- Staff recruitment for the academic year 2023-24
- Fee fixation for the academic year 2023-24 & 2024-25
- Any other point with the permission of the chairperson.
- Vote of Thanks

**1. Welcome:**

Mrs. Sumedha Phadke the Chairperson of the EPTA extended a warm welcome to all the members of the Executive Committee of PTA for 2022-23. She noted that the requisite quorum for the meeting was present and called the meeting to order.

**2. Confirmation of previous Minutes of the meeting:**

Mrs. Sumedha Phadke – Chairperson read out the minutes of the previous E-PTA meeting, which was conducted on Thursday 30.06.2022. All the members unanimously confirmed the MOM of the last meeting.

**3. Report of the school:**

Principal, Mrs. Sumedha Phadke presented the school report.

- She briefed the members about the different celebrations, days and activities like Palkhi Procession, Independence Day, Navratri, Hindi Diwas, Marathi Diwas, Dahi Handi, Ganesh Idol making workshop, lantern making workshop and Counselling session conducted for students in the first Term.
  - She further briefed about the upcoming events.
1. Super Achievers-The school believes in giving complete schooling experience and developing student's all-round personality. Students appear for various competitive exams at State and National level, Entrance exams like JEE, NEET, etc. The school acknowledges the performances of these students and their mentors to appreciate their hard work by felicitating them at "Super Achievers". The merit holders of grade X and XII are also felicitated.



Management representative Dr. Ashwini Kulkarni invited all the EPTA members for the programme.

2. Half Yearly Exam Open Day- It is scheduled on 15<sup>th</sup> October 2022. The slots were already shared with the parents.
3. Annual Day- It was informed that the Annual Day is scheduled on 14<sup>th</sup> November 2022 as per the availability of the PCMC auditorium. A notice regarding the child's participation is already sent to the parents. An invite with detailed notice will be given after Diwali vacation. It was suggested that EPTA and advisory members can volunteer and be a part of Annual Day.
4. It was informed that Periodic Test and Intra School Competitions will be conducted in the month of January and Annual Exam will be conducted in the month of March.
5. School Excursion provides opportunities to expand and enhance student's life experiences, and explore different environments. The school excursion plan of (grade 1-5) with dates was shared with the members. Sumedha Ma'am also briefed about the process of the excursion and stated that one of the EPTA member or Advisory member accompanies the excursion. Sumedha Ma'am assured the members that safety and security of the children is taken into consideration while planning the excursion.
6. Health, Security and Safety- Fire Safety Mock drill was taken in the month of April and the other would be conducted in the month of November. The school has a transport committee and EPTA members are also a part of it. Transport committee meeting was conducted with complete quorum.
7. Breakfast is an outsourced and optional facility. Suggestions are welcome and the school takes it positively. With respect to one of the suggestions, fried items in the menu are reduced and replaced with food items like phulka- sabji. The parents appreciated this change. Mrs. Kate appreciated the quality and taste of the breakfast and mentioned that children relish the food.

Mr. Molakhe Std. II parent member appreciated the quantity of the breakfast. He also mentioned that the quantity of the breakfast is sufficient and also does not hamper the lunch.

8. School Attendance- The average attendance of the students was around 90% in Term I. Principal Ma'am also made a request to avoid long leaves for reasons other than medical reasons. There are long leaves taken during exam period, revision period, before or after holidays, etc. It is essential that regularity and punctuality should be maintained. The attendance has affected the result of the children.

Mrs. Kate Std IV parent member suggested that a meeting should be conducted for the specific parents.

9. Achievements- The achievements of students in various curricular and co-curricular activities in Term I were shared with the EPTA members.

10. School playground/ Morning sports- Principal, Mrs. Sumedha Phadke emphasized on dwindling participation for morning sports. She further mentioned that students should be physically fit and should possess healthy habits.

Management Representative Dr. Ashwini Ma'am asked the coordinator to conduct a drive and find out the reason for a lesser number of participants through a short questionnaire. She also asked her to create awareness regarding fitness and make students aware of the various competitions. Morning sports point is to be taken up in the closure meeting.



#### **4. Admission Process for the academic year 2023-24:**

Chairperson, Mrs. Sumedha Phadke informed the member about the admission process for the next academic year. She stated that the admission process will start in the first week of December 2022.

- The admission notice will be published in the local newspaper and will also be mentioned on the school website, it will also be put up on the school notice board.
- Being a Konkani Linguistic School, preference will be given to Konkani Linguistic students.
- Preference will be given to the siblings and teacher's ward.

She explained the process of the admission:

- ❖ Once the admission forms are received, in case the number of applicants is more than the required number of seats, admission to LKG is done through lottery system in the presence of parent members.
- ❖ Admission process for UKG to Higher standards for the academic year 2023-2024 will start after 16<sup>th</sup> Jan 2023, in case of vacancy only. Baseline test will be conducted as per the vacancy status. Admissions will be given on the basis of merit.

The final list of students is put up on the School Notice Board and also published on the school website.

#### **5. Staff recruitment for the academic year 2023-24:**

Chairperson, Mrs. Sumedha Phadke stated that as per the need analysis the teaching and non-teaching staff would be recruited for the next academic year 2023-24. She further mentioned that it is a four layered process. It begins with the advertisement in the newspaper and same is published on the school website. The walk-in interviews are conducted followed by the written exam and a demo lesson. Finally, an offer letter is given after one- to one interaction with the candidate.

A candidate has to clear all the rounds to finally to be appointed as a teacher of City Pride School. The school lays emphasis on quality teaching.

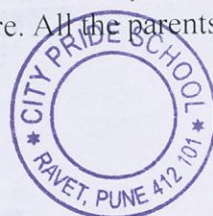
Management representative Dr. Ashwini Kulkarni stated that the school always supports the teachers and gives a fair chance to everyone. She further added on by giving an example of Hindi Subject teacher that complete guidance and support is given to the teacher and a year's time to adapt to the systems and policies of the school. She also mentioned that even the same is expected from the parents.

Mrs. Oka asked why only one teacher does not take up all the divisions of a particular standard? It was shared that every standard always has an anchor teacher. The work is divided among the teachers. New ideas, innovative methods are shared amongst the teachers. It is a collaborative way of teaching. In this way multiple resources are built up and a pool of teachers is created.

#### **6. Fee fixation for the academic year 2023-24 & 2024-25:**

Chairperson, Mrs. Sumedha Phadke shared the proposed fee structure for the academic year 2023-24 & 2024-25 with EPTA members.

It was stated that the fee hike takes place in accordance with the GR released by the government of Maharashtra. As per the GR released by Govt of Maharashtra on 26<sup>th</sup> Aug 2019, number MAHENG/2009/35528 and the school can increase fees by 15% once in two years. This was informed to the parents during the admission procedure. All the parents of the school had signed



an undertaking to that effect during the process of admission. The GR was read and explained by the management representative. The annual budget was discussed with the EPTA members. The school proposed to increase the fees by 11% taking into consideration the total expenses of the school which is equally divided into total number of students.

The proposed structure of fees for the academic year 2023-24 and 2024-25 includes the tuition fee and term fee and is as follows:

STD	Approved Fee for 2021-22 & 2022-23	Proposed Fees for the academic year 2023-24 & 2024-25 with 11% rise
I	80500/-	89,355/-
II	80500/-	89,355/-
III	80500/-	89,355/-
IV	80500/-	89,355/-
V	80500/-	89,355/-
VI	-	89,355/-
Bifurcation of Total Fee	Tuition Fee - 69000 Term Fee - 11500 <b>Total Fee - 80500</b>	Tuition Fee - 76590 Term Fee - 12765 <b>Total Fee - 89355</b>

Management representative kept the forum open for further questions regarding the same. The EPTA members had no queries. All the members raised their hands and unanimously agreed to the proposed fee structure for the academic year 2023-24 & 2024-25. All the members consented to the above fee structure.

#### **7. Any other point with the permission of the chairperson:**

1. Mrs. Sonali Shinde parent of std. I asked what is the protocol if the child is not well after he/she comes to school?

→ The Principal replied that the child is taken to the nurse and basic first aid is given. Parents are called and the child is sent home. The child is under the observation of the nurse and the Tai till the parent reaches the school. In case of medical emergency, example high fever the oral medication is given only when it is prescribed and consented by the parent.

2. Mr. Molake parent of Std. II read an appreciation letter written by his spouse for the school management and the other staff. He also raised a concern that the washrooms on the ground floor near the pre-primary area should be open for the evening sport students of karate and gymnastics.

→ Management representative replied that the washrooms built on the playground can be used by the evening sport students. Decision whether to keep internal washrooms open will be taken after considering all the pros and cons.

3. Mrs. Oka requested to open the back gate early than the regular dispersal timing. She also shared that the stagnant water near the societies outside the back gate gives foul odour.

Chairperson, Sumedha Phadke replied that the parents are allowed inside the gate after the buses disperse. The back gate is not the official gate of the school and is opened on parents' request. The decision is kept pending and an alternate solution will be discussed after Diwali vacation.



4. There was a general discussion regarding the behaviour of students. Mrs. Natasha Kate appreciated the school's efforts to positively improve the behaviour issues after discussion with the concerned parent, counselling and intervention from time to time.

**8. Vote of Thanks:**

Secretary, Mrs Juveriya Inamdar proposed vote of thanks.

*Sumedha*  
*20/10/22*

Mrs. Sumedha Phadke  
Principal – City Pride School  
Ravet Branch

