



Minutes of 1st PTA Executive Committee Meeting

Date : 25th June 2022

Time : 11:30am to 12:10pm

Venue : Sr.Kg. classroom, Podar International School, Mangalore

Agenda :

1. Introduction of new members.
2. Selection of Vice Chairperson and Joint Secretary
3. Roles and Responsibilities of PTA Executive Committee.
4. Induction of PTA Executive Committee members
5. Vote of Thanks

Minutes of Meeting:

- Secretary Mrs.Gayathri Prasad welcomed and introduced the new members of PTA Executive Committee for the Academic Year 2022-23.

Roles and Responsibilities of PTA Executive Committee:

- Roles and Responsibilities of PTA Executive committee members was briefed by the Chairperson of the PTA Executive Committee, Mr.Girish Kumar Principal of Podar International School, Mangalore.

Selection of Vice Chairperson and Joint Secretary:

- Mrs. Prathibha K , the Teacher representative of Grade 10 proposed Mrs.Vinutha S name for Joint secretary who is the parent representative of Grade 10 and was seconded by Mr. Girish Kumar , the chairperson of PTA Executive Committee. Hence, Mrs. Vinutha S was selected unanimously as the Joint secretary of PTA Executive committee for Academic Year 2022-2023.
- Mrs.Sumangala C, the Parent representative of Grade 7 proposed Mrs.Neethu Lakshmi S Bhat ,the Parent representative of Grade 5 for the post of Vice Chairperson and was seconded by Mrs.Keerthana Jagadeesh, the parent representative of Grade 1.Hence, Mrs.Neethu Lakshmi S Bhat was selected unanimously as Vice Chairperson of PTA Executive Committee for Academic Year 2022-2023.



● **Proposals by Parent Representatives:**

- The Homework content given is more (Mrs.Shobha , Parent representative of Grade 6).School communicated that school shall look into and appropriate actions will be taken.
- Hobby and Sports periods are not conducted (Mrs.Keerthana Jagadeesh , Parent Representative of Grade 1) School informed that No Hobby and Sports period will be continued in this Academic Year 2022-2023 as per Management decision.After School Club activities will be continued for Academic Year 2022-2023. Hobby and Sports will be reintroduced in Academic Year 2023-2024 on the payment basis if the parents agree on it will be worked out.
- Provision of Canteen facility and share the menu for the Canteen(Mrs.Vinutha ,Parent Representative of Grade 10). School informed that on the basis of the responses and consent received from parents it will be planned from the month of July 2022. The menu for the same will be provided accordingly.
- Suggestion to change the Snacks break time (Unanimously proposed by Parent Representatives of PTA Executive Committee). School informed that the timing of the Snacks break will be rescheduled.
- The Secretary Mrs. Gayathri Prasad, shared the dates for the next PTA Executive Committee meetings for Academic Year 2022-2023:
 - 3rd September 2022– 2nd PTA Executive Committee Meeting
 - 28th January 2023 – 3rd PTA Executive Committee Meeting
- It was informed that a google sheet link will be shared to PTA executive committee members to propose the agenda after consultation with the parents of their respective classes.
- The secretary of the PTA Executive Committee shall share the final agenda with all PTA Executive members, minimum 5 days, before the scheduled date of the next meeting.
- Meeting concluded with reading the minutes of meeting by the Secretary of PTA Executive Committee Mrs.Gayathri Prasad .



● **Attended and Approved by:**

Parent Representative	Class Teacher Representative
1) Mrs.Keerthana Jagadeesh	1)Ms. Soumya Sree M
2) Mrs. Akshata Karkera	2)Mrs. Sujaya J
3) Mrs. Shayana B	3)Mrs. Ranjani Kumari
4) Mrs. Sowmya B K	4) Ms. Swathi
5) Mrs. Neethu Lakshmi S Bhat	5) Mrs. Alpa Shah
6) Mrs. Shobha	6) Mrs. Lathika Ashok
7) Mrs. Sumangala C	7)Mrs. Chaithra G
8) Mr. Mohammed Sirajuddin	8) Mrs. Gayathri Prasad
9) Mrs. Chandni Sreekumar	9) MRs. Stutima Basistha
10) Mrs. Vinutha S	10) Mrs.Pratibha K

Mrs.Gayathri Prasad

Secretary

PTA Executive Committee

Podar International School,

Mangalore

Mr.Girish Kumar

Chairperson

PTA Executive Committee

Podar International School,

Mangalore