



Podar International School ICSE-ISC, Nerul

Minutes Of the First Executive Parent Teacher Association Meeting AY 2025-26

Day and Date: Saturday 14th June, 2025

Time: 9:00 am.

Venue: Room No 203

Quorum:

Dr. Bhushan Bonde Chairperson and Principal
Ms. Baljeet Kaur-Vice Principal (Morning Shift)
Ms. Jullie Shah -Vice Principal (Afternoon Shift)
Academic & Event Coordinators
Year Leaders and Class Representatives

Agenda:

1. Welcome to the EPTA members.
 2. Selection and Role of Office Bearers.
 3. Examination Schedule
 4. Academic Enhancement.
 5. Training Programs.
 6. School Behaviour Policy
 7. Glimpses of activities conducted.
 8. Forthcoming activities.
 9. Selection of members for Transport, Sakhi Savitri, Student welfare and School management committees.
 10. SQAAP - School Quality Assessment and Assurance Framework.
 11. Tobacco control / Prohibition
 12. ICC- Internal Complaints committee
 13. Cyber Safety, Private Transport Safety Checklist - Circular
 14. Complaint Box.
 15. Any other matter with the permission of the chairperson.
- ❖ Ms. Baljeet Kaur-Vice Principal (Morning Shift) opened the meeting with a Sanskrit shloka seeking God's blessings to protect both the disciple and teacher.
- ❖ Ms. Baljeet Kaur welcomed the EPTA Members by stating that when parents and educators unite, excellence is not an accident — it becomes a culture.
- ❖ Ms. Baljeet proudly shared the outstanding achievements of the students in ICSE 2025 & ISC Examinations across both Science and Economics streams highlighting that Podar ICSE ISC, Nerul has once again achieved brilliant results in the ICSE, ISC Board Exams making it four consecutive years to have State and National toppers from our school.



Esteemed Principal, Dr. Bhushan Bonde felicitated the EPTA Members.

The following are the EPTA members of AY 2025-26:

Std I- Ms. Shweta Dumbre

Std II- Mr. Tushar Jain

Std III- Mr. Vinod Waghmode

Std IV- Ms. Upasana Bhatt Sinha

Std V- Ms. Vidhya Shinde

Std VI- Ms. Lina Pawar

Std VII- Ms. Gauri Bhagwat

Std VIII- Mr. Rahul Singh

Std IX- Ms. Purvi Bhatt

Std X- Ms. Prajakta Sawant

Ms. Upasna Bhatt Sinha and Ms. Shweta Dumbre were selected unanimously through a draw as the Vice Chairperson and the Secretary of EPTA AY 2025-26, respectively.

The EPTA members assigned to the following committees are:

- Transport Committee – Ms. Gauri Bhagwat
- Sakhi Savitri Committee – Ms Shweta Dumbre
- Student Safety Committee – Ms Upasana Bhatt Sinha & Ms Purvi Bhatt

Vice Principals, Ms. Baljeet Kaur (Morning shift) and Ms. Jullie Shah (Afternoon shift) presented the following:

EXAMINATION SCHEDULE TERM 1 - AY 2025-26

- ❖ Unit Test 1 – Grade III to Grade X is from 14.07.2025 to 25.07.2025
- ❖ Regular classes will be conducted during the Unit Test 1 days.
- ❖ Revision Worksheet -I for Grade 1 and 2 is scheduled on 23.06.2025 to 26.06.2025
- ❖ Revision worksheet – II for Grade 1 and Grade 2 is scheduled on 21.07.2025 to 25.07.2025
- ❖ Term 1 Examination - 10.09.2025 to 23.09.2025
- ❖ Open House for Term 1 Examination - 04.10.2025

ACADEMIC ENHANCEMENT -

- ❖ **Regular Class Tests** are planned for the students which help in tracking the progress of the students and identify areas needing attention. The initiative aims to regularly assess students' understanding and progress and will ensure their readiness for the exams.



- ❖ **Enrichment classes** are after-school classes that are planned to support the students for better understanding of their fundamental concepts with an aim to improve to provide personalized attention and strategies thus enhancing academic performance.
- ❖ **Academic Guide** is aimed to reinforce key concepts and address academic learning gaps identified by the teachers through SIP (Student Improvement Plan). It serves as a bridge between teachers' observations and students' performance. This initiative has promoted academic engagement during vacation, preparing students effectively for the upcoming academic year. It was provided to the students in the month of May 2025
- ❖ **Question Bank/Internal Assessment Guide** shared in each Term serves as a comprehensive resource to aid student preparation for examinations by providing a wide array of practice questions Including HOTS and readiness for ICSE Board Examination. It also helps students to familiarize themselves with exam formats and types of questions. This resource supports effective learning by enabling targeted revision and assessment for continuous evaluation.
- ❖ **Microteaching for the teachers** worked as a refresher and a platform to share the best teaching practices and innovations in the teaching learning process. This also helped them to refine specific teaching skills. It aimed to enhance pedagogical techniques, classroom management. This approach empowers teachers to experiment with new teaching strategies, improve their teaching effectiveness, and ultimately create a more engaging and conducive learning environment for students.
- ❖ **Career Guidance** initiative, involved interaction of some esteemed colleges from Mumbai and Navi Mumbai with the students of Grades X and XII, offering insights into a wide range of academic courses and helping them make informed choices for their future careers.

TEACHER TRAINING PROGRAMME CONDUCTED

- ❖ **Need based ICT Training** is to provide them with essential digital skills tailored to upcoming educational demands. This training ensures teachers would effectively integrate Artificial Intelligence (AI) technology into teaching practices. By addressing specific needs and challenges faced in classrooms, such training empowers teachers to utilize ICT tools proficiently.
- ❖ **Team building Activities** planned to foster a supportive and cohesive work environment. By improving teamwork and interpersonal relationships, team-building games contribute to a more effective and harmonious school community
- ❖ **Workshops on Social Emotional Learning, Classroom management, and Time Management** to equip the teachers with essential Social-Emotional Learning (SEL) strategies to build stronger student-teacher relationships and foster a positive classroom



environment. It enhances teachers' skills in classroom management and time management, leading to more effective teaching and reduced stress.

- ❖ **Meditation Sessions** with the Art of Living Foundation to enhance well-being. The session helps to reduce stress and promotes inner peace through guided breathing techniques. Need of the hour to enhance mental clarity, emotional stability, and overall well-being.
- ❖ **The Educator's Toolbox** for innovative classroom planning based on designed thinking. It helps to develop the problem-solving skills in the teachers.
- ❖ **Math Boot Camp** to enrich both teaching and learning in mathematics with several strategies in differential learning.

CO-SCHOLASTIC ACTIVITIES IN TERM I -

STUDENT WELFARE -

A series of welfare workshops were conducted to address key aspects of students' safety, personality, physical, emotional, and social development.

The following activities are conducted by the school in April 2025.

- ❖ **Student Welfare Sessions (SWS)**
 - SWS- 1: Mindfulness – for managing stress and enhancing focus
 - SWS-2: Good Touch, Bad Touch – Personal safety awareness
 - SWS-3: Physical Development & Secondary Growth – Understanding bodily changes
 - SWS-4: Respectful Behaviour – Building empathy and kindness
 - SWS-5: Anti-Bullying – Recognizing and addressing bullying
 - SWS-6: Cyber Safety – Promoting responsible digital behaviour
- ❖ **Self-Defence Workshop** an empowering session for Grades I–XII focused on equipping students with essential self-defence techniques.
- ❖ **Fear Management Workshop** for Grades 6 & 7 was an interactive session which addressed exam anxiety and fear management. Students learned tools like mindful breathing, journaling, and positive affirmations.
- ❖ **Fire Evacuation Drill** to reinforce safety procedures and to ensure prompt response and adherence to safety protocols during emergency. Minimum three fire drills are planned in each Academic year.
- ❖ **Student Representative for each class** - each class is represented by a designated Student Council member, serving as the Class Representative. This is for seamless dissemination of information and updates among students and enhances their collaborative problem-solving and decision-making skills and aids Leadership development and empowerment among students.



- ❖ **Positive Affirmation** - Every morning, our assembly begins with a powerful affirmation said by the students, reinforcing the commitment of every student to creating a safe, supportive, and inclusive environment, free from bullying.
- ❖ **The School Behavior Policy** serves as a foundational framework for promoting a safe, respectful, and productive learning environment. The School Behavior Policy by establishes clear expectations and guidelines. Regular reiteration and reinforcement of the policy helps students understand its importance and develop a sense of accountability.
- ❖ **Safety Checklist for Private Transport** emphasizing mandatory safety protocols for all private transport vehicles was also shared through a circular with the parents.
- ❖ **Internal Complaints Committee (ICC)** to ensure a safe and respectful environment by addressing grievances confidentially and fairly.
- ❖ **The Complaint Box** kept at the school reception has been introduced as a tool to amplify student voice. It allows students to submit concerns anonymously, promoting transparency, trust, and a safe school environment.
- ❖ **No Tobacco** Campaign conducted to spread awareness about the harmful effects of tobacco and was particularly aimed at sensitizing adolescents to make informed health choices.

PERSONALITY DEVELOPMENT -

- ❖ **Gratituesday is observed every Tuesdays** to recognize the good things in our life. Students express their gratitude towards parents, teachers, grand parents and friends. It encourages students to recognize and value the support they receive and are now found to be more grateful.
- ❖ **Special Assemblies** are conducted to promote cultural awareness, unity, and pride through the celebration of festivals, historical events, and traditional practices like Mahavir Jayanti, Good Friday, Earth Day etc.
- ❖ **Abhimaan II**, a weekly session under the 'Abhimaan Series' paid tribute to Indian defence heroes. The initiative aimed to instill patriotism, courage, and national pride among students by highlighting stories of bravery and sacrifice.
- ❖ **Podar Nerul ICSE Model United Nations Conclave** offered students an opportunity to enhance global awareness, diplomatic communication, and leadership skills. Students got to understand international relations, global diplomacy, and critical problem-solving. The initiative was well received and demonstrated student enthusiasm in real-world problem-solving.
- ❖ **Rotary Club Installation** for inducting our student members into a global movement of service, leadership, and community action reflecting our commitment to holistic education—empowering students not just academically, but emotionally and socially too.
- ❖ **The Investiture Ceremony** served to formally appoint student leaders, fostering leadership skills and responsibility within the school community. It instilled a sense of pride



and honor among students who were selected for leadership roles, encouraging them to uphold school values and serve as role models.

- ❖ **English Language Day** was designed to enhance students' understanding and appreciation of the English language. Through engaging activities and interactive sessions, students explored the nuances of language, fostering their linguistic skills and creativity.
- ❖ **Budding Orators & Storytelling Competition** activities helped students gain stage confidence, enhance articulation, and express their thoughts creatively.
- ❖ **Jump Start – Media Unmasked** wherein students created advertisement-based collages and engaged in discussions on how media influences perception, promoting critical thinking. Helps to develop critical thinking skills, analyzing the ways in which media shapes our perceptions and influences our choices.

FORTHCOMING CO-SCHOLASTIC ACTIVITIES IN TERM 1

An overview of upcoming activities and student engagement programs scheduled for the coming months.

- House Competition – Media Unmasked
- Abhivyakti (Debate Competition for ISC)
- Lakshya (Interactive session with our school toppers)
- Mind Optimiser
- Ashadhi Ekadashi
- Spell Bee Competition
- Science Utsav
- Yoga Day
- Independence Day Celebration
- Storytelling Competition
- Budding Orators Competition
- Father's Day

School Quality Assessment and Assurance (SQAA) Framework was introduced by the State Government. This initiative helps the government to understand the school better and the school get an opportunity to exhibit themselves.

EPTA duties and responsibilities were discussed in the meeting with the parents and their email ids and contact numbers were shared with all the parents under communication channels.

The meeting was concluded with a motivating speech by Principal, Dr. Bhushan Bonde.

Principal Sir welcomed all the members of the EPTA and emphasized on the importance of parents being present and actively involved in their children's lives, encouraging meaningful engagement over excessive use of mobile devices and the challenges experienced.

Principal Sir introduced '**Be Internet Awesome**', a multifaceted programme to make smart decisions in-order to make the most of the Internet. Be Internet Awesome teaches children the fundamentals



of digital citizenship and safety so they can explore the online world with confidence.

Sir highlighted that positive collaboration between parents and teachers plays a vital role in a student's success, helping them grow not only as academic achievers but also as responsible and compassionate individuals.

Principal Sir expressed his sincere appreciation to all the teachers and staff members of Podar family for their hard-work and dedication. Long-serving educators who have completed over 15 years and over 10 years of service were honoured with the Crystal Award and the Decade of Devotion Award respectively

The EPTA member Ms. Upasana Bhatt Sinha extended her heartfelt gratitude to Principal Dr. Bhushan Bonde for his leadership and to the teachers for their unflinching support, encouragement and inspiration. Her words of gratitude resonated with dedication, fostering a culture of appreciation within the school community.

We are thankful for the trust and faith shown in us by all the parents.

With these expressions of gratitude, the meeting concluded, leaving a sense of unity among the attendees.

The meeting ended at 10:00 am
