

Podar International School CBSE, Vapi
Minutes of the First Executive Parent Teacher Association Meeting
A.Y. 2026 – 27

Minutes of Meeting

Day and Date : Saturday, 20th June, 2026

Time : 8.30 am

Venue : Library

Quorum : Ms. Zarreen Poonawala – Principal and Chairperson
Mr. Tarun Patel – Administrative Officer
Ms. Kanisha Shaikh – Senior Coordinator
Academic and Events Coordinator
EPTA Members

Agenda:

1. Welcome of EPTA Members
2. Important exam and holiday dates
3. Academic Initiatives
4. Other Initiatives
5. Events of April and forthcoming events
6. Teachers' Training
7. Annual Day and Sports Day Dates
8. Tour Details
9. General note
10. Any other point with the permission of Chair

Ms. Kanisha Shaikh, Senior Coordinator welcomed the EPTA members to the 1st EPTA meeting of the A.Y. 2026'27.

Esteemed Principal, Ms. Zarreen Poonawala felicitated the EPTA members with a Tulsi plant to celebrate the World Environment Day and spread the message of Green nurture.

The following are the EPTA members of the A.Y. 2026-27:

Std.I – Mr.Jnit Kamleshbhai Barot

Std.II - Dr. Seema Bhoi

Std.III - Mr.Vijay Singh

Std.IV - Ms.Swati Suryavanshi

Std. V - Ms.Neha Rathod

Std.VI - Ms.Bhoomi Patel

Std. VII - Ms.Deepali Bhatt

Std.VIII - Ms.Sweety Amit Bohra

Std.IX - Mr.Shashi Kumar Paswan

Std.X - Mr.Hitesh Kothari

Std.XI - Ms.Jayshree Pandya

Std.XII - Ms.Shikha Bhandari

Senior Coordinator, Ms.Kanisha Shaikh presented the following:

➤ **Important dates of the A.Y.2026-27:**

1. Assessment Dates
2. Common Holidays

1. Academic Events / Initiatives:

- DEAR Activity
- Idiom of the week
- Word of the week
- ACE - Achievement of Curriculum Excellence
- PEP - Performance enhancement Plan
- PIONEERING worksheets
- PIE worksheets
- LSRW Activity
- Empirical Science

2. Learning Studio:

- Project Synthesis - Grade I to V
- Project Synthesis + Kaushal Bodh - Grade VI to VII
- Good Project - Grade VIII
- Financial Literacy - Grade IX
- Integrated Learning Program

3. Other Initiatives:

- Health Report Card
- Continuation of Discontinuation of chocolate and cake distribution on b'day
- Mandatory Bag Checking
- Online Orientation - Grade II to VIII
- Offline Orientation - Grade I, IX, XI, XII

4. Competitions:

April:

- Budding Orators

June onwards:

- Story Telling
- House Competition
- Declamation
- Turn Coat
- HCL Jigsaw 7.0
- Poetry Elocution

- Artistic Odyssey
- Spell Bee
- Debate

5. Events & Assemblies:

April:

1. Kieran Lai's Visit
2. New Theme Jump Start
3. Self Defence Program
4. Word Book day
5. World Earth Day

May:

1. Investiture Ceremony
2. Thematic Culmination - Grade I & II
3. Get To Know Me Activity
4. Educational field trip to Polytechnic College
5. Mix and Match Activity

6. Podar Volunteer Program:

- Toys Donation Drive
- Books Donation Drive
- Recycling Drive
- Spread Happiness

7. Teachers' Training - Term 1 - June:

- Implementing and delivering outstanding lessons
- Anti Bullying Sessions
- Subject Bootcamps
- Team Building Games
- School Behaviour Policy Framework
- Corporal Punishment Framework
- Sub-skills based Micro-teaching session

8. Annual Day and Sports day Dates (Tentative):

- Annual Day - 5th November, 2026
- Sports Day - 23rd December, 2026

9. Special Tours:

- Grade I to IV - Ambik Valley Resort (1 Day)
- Grade V to VII - Overnight Trip to Mumbai
- Grade VIII to XI - Overnight trip to Lonavala or Sasangir - 2N/3d
- Grade vi to XI - Overnight trip to Mumbai - 1N/2D

10. Special Note:

Instructions and guidance given for:

- ID Cards
- School Diary
- Reporting Time

11. Communication Channel:

For the communication channel, parents were asked their preference and they agreed upon sharing their email IDs and phone numbers on the selected days

The meeting was concluded with the encouraging speech by esteemed Principal, Ms.Zarreen Poonawala.

Principal Ma'am encouraged the usage of Loop Learning Program. She emphasized that each and every student is motivated to be a part of competitions and activities. It is ensured at all times that all students are given equal opportunity to participate. Various ways are planned to encourage students to be more academic oriented. E.g. Loop Learning Star of the Month. Parents are satisfied with the various scholastic and co-scholastic programs being conducted in the school. The parents were further invited to join the Investiture Ceremony and motivate our newly elected council with their presence.

The meeting ended at 9.15 am.

