

Podar International School CBSE, Vapi

Minutes of the Second Executive Parent Teacher Association Meeting

A.Y. 2025 – 26

Minutes of Meeting

Day and Date : Saturday, 4th October, 2025

Time : 9.00 a.m.

Venue : Library

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

Agenda:

1. Welcome of EPTA Members
2. Achievements of the School
3. Best Practices
4. Glimpses of activities conducted
5. Forthcoming events
6. Administrative points – School Fees
7. Any other matter with the permission of the Chairperson
8. Fees Structure for A. Y. 2025-26 & 2026-27
 - Revised fees structure of the current year, A.Y. 2025-26 as approved by FRC shared to parents
 - Fees structure of the current year, A.Y. 2026-27 as approved by FRC shared to parents

>> The EPTA members were warmly welcomed by the Senior Coordinator mentioning how Podar looks forward towards the support and cooperation of the EPTA members.

>> They were shared how PIS, Vapi is moving forward with zeal keeping the mission and vision of Podar and the goal of more than grades in view.



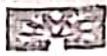
Esteemed Principal, Ms. Zarreen Poonawala felicitated the EPTA members with the students' made canvas paintings to spread the colors of joy.

The following are the EPTA members of the A.Y.2025-26:

- Std.I – Ms Varsha Parmar
- Std.II - Ms Anitaben Chetanbhai Halpati
- Std.III - Mr Ashish Sinha
- Std.IV - Ms Mita Patel
- Std. V - Mr Vijay Tiwari
- Std.VI - Ms Mary Desai
- Std. VII - Ms Avni Maru
- Std.VIII - Ms Rupal Ratnawat
- Std.IX - Mr Kanhaiya Singh
- Std.X - Ms Bijal D. Desai
- Std.XI - Ms Kaushika Patel
- Std.XII - Ms Preeti Sankhala

Senior Coordinator, Ms.Kanisha Shaikh presented the revised fees structure of 2025-26 and the fees structure of 2026-27. It was discussed and explained by the Principal, Ms.Zarreen Poonawala.





PodarPrep-Vapi
Fees Structure 2025-26
(Nursery-Sr.Kg.)

Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	12,052	12,052	12,052	12,052	48,208
For New Students	12,052	12,052	12,052	12,052	48,208
For Regular Students	12,052	12,052	12,052	12,052	48,208



Podar International School-Vapi
Fees Structure 2025-26

Primary (I-V)

Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	13,930	13,930	13,930	13,930	55,720
For New Students	13,930	13,930	13,930	13,930	55,720
For Regular Students	13,930	13,930	13,930	13,930	55,720

Secondary (VI-X)

Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	15,532	15,532	15,532	15,532	62,128
For New Students	15,532	15,532	15,532	15,532	62,128
For Regular Students	15,532	15,532	15,532	15,532	62,128

Sr. Secondary (XI-XII)

Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	16,310	16,310	16,310	16,310	65,240
For New Students	16,310	16,310	16,310	16,310	65,240
For Regular Students	16,310	16,310	16,310	16,310	65,240



Podar Prep - Vapi

Fees Structure 2026-27

(Nursery-Sr.Kg.)

Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	12,651	12,651	12,651	12,651	50,616
For New Students	12,651	12,651	12,651	12,651	50,616
For Regular Students	12,651	12,651	12,651	12,651	50,616
Installation Fees - Nil					

Note: The above fee is approved by the Fee Regulatory Commission





Podar International School - Vapi

Fees Structure 2026-27

Primary (I-V)					
Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	14,625	14,625	14,625	14,625	58,500
For New Students	14,625	14,625	14,625	14,625	58,500
For Regular Students	14,625	14,625	14,625	14,625	58,500

Secondary (VI-X)					
Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	16,308	16,308	16,308	16,308	65,232
For New Students	16,308	16,308	16,308	16,308	65,232
For Regular Students	16,308	16,308	16,308	16,308	65,232

Sr. Secondary (XI-XII)					
Fees	1st Installment	2nd Installment	3rd Installment	4th Installment	Total
Tuition Fees	17,124	17,124	17,124	17,124	68,496
For New Students	17,124	17,124	17,124	17,124	68,496
For Regular Students	17,124	17,124	17,124	17,124	68,496

Note: The above fee is approved by the Fee Regulatory Committee

Members of the EPTA A.Y. 2025-26

Chairperson: Ms. Zarreen Poonawala - *[Signature]*
04/10/25

Sr. No.	Name	Sign	Sr. No.	Name	Sign
1.	Avani M. M. (VI)	<i>[Signature]</i>	7.		
2.	Kamla Singh (IX)	<i>[Signature]</i>	8.		
3.	Prakash P. Patel (X)	<i>[Signature]</i>	9.		
4.	Harini S. (IV)	<i>[Signature]</i>	10.		
5.	Rupel Khatiwala (VIII)	<i>[Signature]</i>	11.		
6.	Anvita C. (II)	<i>[Signature]</i>	12.		



Minutes of the Meeting

Academic Initiative:

- DEAR (Drop Everything And Read) Activity
- Word of the Day (Grade I to V)
- Word of the Week (Grade VI to X)
- Content Enrichment
- PEP (Performance Enhancement Plan)
- PIE Worksheet
- LSRW Activity
- Experiential Science

Initiatives:

- Health Report Card
- Discontinuation of chocolate & cake distribution on birthday
- Mandatory bag checking for students' safety
- Session on Approaching the Boards (Grade 10 and 12)
- Session on Career Counselling
- Formation of Sports Council

Competition Conducted:

- Story Telling Competition
- House Competition
- Declamation Competition
- Turn Coat Competition
- HCL Jignow 6.0 Competition
- Inspire Manak
- Artistic Odyssey
- Spell Bee
- Budding Orator

Learning Studio:

- Project Synthesis
- Good Project
- Financial Literacy
- Integrated Learning Program

Events:

- Investiture Ceremony



- Legacy Tree Program
- Thematic Culmination (Grade 1 – Marvelous Me)
- Food Awareness Program
- Thematic Culmination (Grade 2 – In My Town)
- Gratitude Program
- Get to Know Me
- Educational Field Trip to Polytechnic College of Horticulture for Grade 11 to 12
- Mix & Match

Podar Volunteer Program:

- Plantation Drive
- Book Donation Drive
- Letters to Soldiers Activity
- Environmental Cleanliness Program
- Visit to Old Age Home

Sports Competition:

- Interhouse Chess Competition
- Interhouse Carrom Competition
- U-14 Volleyball Boys (District – 2nd Position)
- U-17 Volleyball Boys (District – 3rd Position)
- U-17 Volleyball Girls (District – 2nd Position)
- U-19 Rugby Boys (District – 2nd Position)
- District Level Chess – Tennis Competition
- District Level Running Competition

Our Shining Stars:

Selected for State Level (Volleyball):

- Manan Kogje
- Dev Patel
- Ved Patel
- Ayushi Singh
- Pranali Desai

Selected for State Level (Rugby):

- Rohit Pandey
- Devyansh Sinha
- Nikhil Yadav



Selected for State Level (Gujarat Football Association):

- Tanvisha Patel
- Ansh Yadav

Selected for State Level (Chess):

- Tushi Umbaran
- Shraddha Patil
- Abhinav Kumar
- Shaurya Bhandar

Selected for State Level (Athletics):

- Ahanma Patil

Selected for Taluka Level (Athletics):

- Ayaan Khan

Selected for Taluka Level (Athletics):

- Pranavi Desai

Ekay Writing in Kala Mahakumbh (Taluka Level):

- Tharun Patil

HCL Jignow 6.0 National Level Competition:

- Aashneet Singh
- Shagun Singh
- Madhya Sethi

Selected for KBC Jr.:

- Soham Singh

Selected in Gujarat Cricket Association (State Level):

- Divya Desai

Way Forward:

- Science Exhibition
- Technosplash
- Maths Quiz Competition
- Spell Bee Competition
- Handwriting Competition
- Story Writing Competition



- House Competition (Sports & Others)
 - Overnight Trip to Lonavala (13–15 Oct)
 - For Grades 6 to 12
 - One Day Trip to Ambika Valley (10 Oct)
 - For Grades 1 to 5
 - Inter House Play (Classes 2 – Nursery)
 - Orientation cum Admissions (A.Y. 2026–27)
 - Thematic Event
 - Kala Mahakumbh
 - Special Assemblies
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Parents' Suggestions and Feedback:

1. Parents were happy and appreciated the active application and usage of scrap material.
 2. Parents requested the school to encourage students for field trips. They are happy and welcome field trips for their children conducted by the school.
 3. Parents looked positively towards the planning of annual day (in auditorium) and also welcomed enthusiastic sports day.
 4. The approval for the fees structure was taken from the parents and they have signed the Minutes of Meeting (MoM) as acknowledgement.
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The meeting got concluded with encouraging speech by the Principal, Ms.Zarreen Poonawala.

Principal Ma'am appreciated and thanked the parents to take out their time from busy schedule and be present for the meeting. She mentioned that with the combined efforts of the school and parents, we would definitely be able to nurture the budding Podarites and prepare them for the 21st century skills.

The Principal informed regarding the safety and security measures taken and will be taken care of during the overnight tour of Std.VI to XII.

Ma'am shared the plans of the upcoming annual day and sports day, with the encouragement of 100% participation of the students and makes it a grand success. She also urged and gave space to the parents if they wish to participate in the annual day. They were also assured of some wonderful planning for parents' participation in the sports day.

The EPTA members, Ms.Rupal Ratnawat and Mr.Prakash Patel expressed their joy and contentment towards the different planning of annual day, sports day and all other upcoming events.



The meeting concluded with happy faces and encouraging smiles looking forward towards zestful term 2 filled with series of exciting events and engaging competitions and academics.

The meeting ended at 10.00 am

