



VIDYASHILP PUBLIC SCHOOL

MEMBERS OF EXECUTIVE COMMITTEE PARENTS-TEACHERS ASSOCIATION 2023-24

DATE - 06 OCTOBER 2023

SR. NO.	NAME	CLASS REPRESENTATIVE	SIGN
1	Mr Sachin Gopal	I	
2	Mrs Anjali Shinde	II	
3	Mrs Nishrin Dohadwala	III	
4	Mr Praveen Kembhavi	IV	
5	Mrs Alefiya Patanwala	IV	
6	Mr Satish Parimal	V	
7	Mr Imran Jamadar	VI	
8	Mr Satish Gunjal	VII	
9	Mrs Nayana Patil	VIII	
10	Mrs Manasi Kahu	IX	
11	Mrs Sheetal Shinde	X	
12	Mr Amol Katke	XI & XII	
13	Mrs Sahana Arif	Principal	
14	Col P D Kulkarni (Retd)	Management Representative	
15	Mrs Suzuki Bhandari	I	
16	Mrs Khushboo Punmia	II	
17	Mrs Xavana Fernandes	III	
18	Mrs Renuka Mohinani	IV	
19	Mrs Arti Seth	V	
20	Mrs Kanchan Bhojwani	VI	
21	Mrs Shipra Singh	VII	
22	Mrs Sangeeta Anasane	VIII	
23	Mrs Sharmila Shah	IX	
24	Mrs Ashvini Kulkarni	X	
25	Mrs Anamika Kundu	XI & XII	





VIDYASHILP
PUBLIC SCHOOL

VIDYASHILP PUBLIC SCHOOL, PUNE
EXECUTIVE COMMITTEE PARENTS TEACHER'S ASSOCIATION

Minutes of Meeting

Meeting Date: 6 October, 2023

Venue: MP Hall of Vidyashilp Public School

The following members attended the meeting of Executive Committee Parents Teacher's Association held on 6th October at 10.00 am in the Multi-Purpose Hall of Vidyashilp Public School, Pune.

SR. NO.	NAME
1	MR SATISH PARIMAL – VICE CHAIRPERSON
2	MRS MANASI KAHU – JOINT SECRETARY
3	MR IMRAN JAMADAR – JOINT SECRETARY
4	MR SACHIN GOPAL
5	MRS ANJALI SHINDE
6	MRS NISHRIN DOHADWALA
7	MR PRAVEEN KEMBHAVI
8	MRS ALEFIYA PATANWALA
9	MR SATISH GUNJAL
10	MRS NAYANA PATIL
11	MRS SHEETAL SHINDE
12	MRS SAHANA ARIF – PRINCIPAL, CHAIRPERSON
13	COL PD KULKARNI, VSM (RETD)- CEO VERF
14	MRS ASHVINI KULKARNI
15	MRS ANAMIKA KUNDU
16	MRS SHARMILA SHAH
17	MRS SHIPRA SINGH
18	MRS KANCHAN BHOJWANI
19	MRS SANGEETA ANASANE
20	MRS RENUKA MOHINANI - SECRETARY
21	MRS ARTI SETH
22	MS XAVANA FERNANDES
23	MRS KHUSBOO PUNMIA
24	MRS SUZUKI BHANDARI



The agenda for the meeting was as follows:

- Opening remarks
- Review of action points and passing of the minutes of the last meeting
- Assignment of roles to various functionaries
- Academic plan
- Policy issues & infrastructure development
- Transport arrangement
- Safety measures
- Faculty members
- Procurement of Uniform and Books
- Fees for 2024-25 & 2025-26
- Any other points

I. Agenda point 1- Opening Remarks

The Chairperson - Mrs Sahana Arif formally welcomed the members of the committee to the first EC PTA meeting of the academic year 2023-24. She said that we had conducted our last meeting in the month of February, 2023.

She thanked all the parents and explained the role of the PTA in making the learning process more interesting and fruitful.

II. Agenda point 2- Reading of the EC PTA Minutes of the meeting held on 25thFebruary, 2023

Principal Mrs Sahana Arif requested Mrs Renuka Mohinani to read out the minutes of the last meeting.

The minutes of the last meeting held on 25thFebruary, 2023 were read out by Mrs Renuka Mohinani.

Passing of the minutes was proposed by Mr Satish Parimal and seconded by Mrs Sharmila Shah. The Minutes were passed unanimously.

III. Agenda point 3 - Assignment of roles to various functionaries

The Chairperson explained the provisions of Maharashtra Fee Regulatory Act for composition of the ECPTA. Accordingly, the office bearers were elected as under:

Chairperson – Mrs Sahana Arif in her capacity as Principal

Vice Chairperson – Mr Satish Parimal

Proposed by Mrs Manasi Kahu and seconded by Mrs Kanchan Bhojwani

Secretary – Mrs Renuka Mohinani

Proposed by Mrs Anamika Kundu and seconded by Mrs Nishrin Dohadwala



Joint Secretary – 1. Mr Imran Jamadar

Proposed himself voluntarily and seconded by Mrs Anjali Shinde

Joint Secretary – 2. Mrs Manasi Kahu

Proposed herself voluntarily and seconded by Mrs Anjali Shinde

IV. Agenda point 4 - Academic plan

a) Class X & XII results

The chairperson talked about the X and XII results. She mentioned the toppers of the school. She congratulated the teachers and parents and said that the same was expected this year too.

b) Plan for 2023 - 24

1. The Principal said that implementation of NEP is being done in the school with the strict adherence to CBSE guidelines. Based on the two documents- National Curriculum Framework for Foundational Stage and National Curriculum Frame Work for School Education, each school has to follow the procedures and the directives given by the CBSE. We have conducted training for the teachers to train them on how to go about implementing the NEP 2020. Teachers have also attended the workshops and are well prepared to follow the guidelines.
2. The Principal talked about experiential learning which is hands on learning. The children must know what they are doing and teachers are conducting activities to clear the concepts. Activities are conducted for all subjects. Senior classes also have Lab activities based on various concepts.
3. The CEO explained that children remember concepts when they themselves do it and it becomes easier for them to understand. He gave the example of 'pre-primary sensory organs activity' which was held few days back in the school. He further said that we should not bother about the marks the children get in exams. If the child has done ten activities, then he must remember all ten of them. This is what experiential learning is all about.
4. The Principal requested the parents to help the children in their projects and not to do it for them. The children should be encouraged to do their projects themselves. The parents should only help in the making of the project.
5. The Chairperson said that there are two types of remedial teaching in our school, individual and collective. All teachers are counsellors and they know how to mentor the children. So, the children facing some difficulty in a particular subject are given remedial teaching after school hours. She said that there are different ways to assess the children and we take corrective measures to help the child. This is one way of remedial teaching. The children are also counselled most of the time if they have any behavioural or psychological issue. If required the parent is called but otherwise the problem is usually solved in school.
6. The Chairperson then said that we conduct regular G.K and Mental Aptitude test for children. But this year we have included English Quiz also. The Chairperson said that these tests are a unique feature of our school and teachers take a lot of efforts to make these papers. 90 questions are also sent to the parents. Even the assembly is conducted on these topics. English



Quiz will increase their vocabulary, conversation skill, public speaking etc. The chairperson requested the parents to encourage the children to give these tests.

Discussion : Mr Kembhavi appreciated the GK 90 questions that are being sent on the Edunext.

Decision : The principal said that not only GK but English quiz 90 questions are also being sent on the app.

7. The CEO further said that the children will have to give competitive exams in these three subjects after 12th std board exam and they won't have time to prepare for it. So the children are being prepared in our school. The parents should be happy even if their child score one mark in these papers as the child has answered on his own. Marks should not be counted but the knowledge gained by the child should be kept in mind.

Discussion : When will the English quiz be started and when are the results to be announced?

Decision : The Chairperson replied that the English Quiz has already started and the results are displayed on the board. No rewards are given as it is Subject Enrichment Activity.

The Chairperson said that we are taking additional classes for X and XII students. Additional classes are not taken to complete the portion but to clear the concepts of the children.

c) PTA/PTM

1. The Chairperson explained about the Parents Teacher Association. She said that all the parents are part of the PTA. The Annual General meeting was held in April. It was held for two days in four slots. It was attended by all parents.
2. She mentioned that PTA and PTM are totally different. PTM means parent teacher meeting. The parent can visit the school regarding any issues related to personal and academic matters and we cater to their needs. Likewise the teacher can call the parent to discuss about the child. The parent must take an appointment and come and meet the teacher to discuss any problems. PTA on the other hand is Parents-Teachers Association of which we all are the automatic members.

d) Co-scholastics

1. The Chairperson said that quarterly e-newsletter "**VIPSTER**" contains all the activities done in the school. Last year 33 activities were conducted. This year till now 22 activities have been conducted. It is available on the website and requested the parents to go through it.
2. In addition we have the school magazine '**The Shilpi- Creating Future**' where the child's talent and creativity is displayed. Children are encouraged to write for this magazine. English and language teacher help the children to discover their talents. The parents were requested to send any material to the magazine in-charge Mrs Anamika Kundu.
3. The Chairperson further said that Field trips and picnics did not happen in the last two years due to various reasons. Post pandemic there were safety, security, and expenditure issues. The expenditure has suddenly gone up and to take students anywhere it is costing 1000-1200 rupees per head including food and transport. The Chairperson asked for the parents' views on the cost for the picnic.

The parents said it was much needed for the child's development and gave their consent unanimously.



4. The Chairperson said that we have eleven clubs in our school – Eco club, Sports club, Music club, Science club, Literary club etc. The activities are decided for Saturday for classes 1-5 for every club. Children were taught life skills which included etiquettes, manners, greetings, etc. One month, children did Shram Dan, made paper bags etc. in the eco club. From 6th class children have the freedom to choose the club they want like the Music club, band club, art club, health and wellness club, science club and quiz club.
5. The Chairperson congratulated the parents for the Olympiads and Inter School Competitions. The parents have always encouraged the children to participate in these competitions even during the pandemic times. She said that 442 children have already enrolled for Olympiads for various subjects and it will be conducted from November.
6. The Chairperson further informed the parents about the inter-school competitions like Aryabhata Ganit Challenge, Vidyarthi Vigyan Manthan, Homi Bhabha Balvaidyanik Competition, etc.
7. The competitions were going on in full swing like Quiz competitions for middle and senior school, drawing competition, elocution, declamation, storytelling etc. for all age groups. The idea behind these competitions is to give chance to all the children.
8. The Chairperson informed the parents about the Science exhibition which was scheduled to be held on 14th October, 2023. She said the parents are invited to see the exhibition. The theme for the exhibition is 'Toys and Technology' which is in line with CBSE guidelines. Each class is given a topic and they have to prepare the models. She requested the parents to encourage and help the children but not to do it for them.

Discussion 1 : Mrs Kahu said that the children should be encouraged to show their creativity and not just copy from You Tube. The children just see YOU TUBE, buy the materials, copy it and display it in the school. They should be encouraged to do the activity.

Decision : The Principal said that the teachers discourage such acts and the children have already been instructed by their teachers.

Discussion 2 : Mrs Patil said that even You Tube videos are very difficult to make projects from, but at least the children get some inspiration.

Decision : The CEO appreciated the question and said that we are sowing the seeds of creativity through various activities. He gave example of the Morbi bridge collapse and solar system activities done in the school and said that the physics behind them was explained to the children. He also said that we have a Tinker Lab where old gadgets are kept and children can do whatever with the gadgets except break it. The children open transistors, mixers and other gadgets to learn and inculcate curiosity. We are doing this to sow the seeds of creativity.

Mrs Ashvini Kulkarni further added that six teachers have been appointed as "innovation ambassadors" by CBSE in collaboration with Ministry of Education's Innovation Cell (MIC AND AICTE)

Three teachers have been appointed as "Design Thinking Skill Ambassador" by CBSE in collaboration with Ministry of Education's Innovation Cell (MIC AND AICTE)

HOD computer is appointed as Google Ambassador by CBSE in collaboration with Ministry of Education's Innovation Cell (MIC AND AICTE).



The Principal also mentioned the various topics given for exhibition to the primary and higher classes. This was given so that the child explores and finds out the information related to it.

e) Orientation programme for Girl child

The Principal said we had orientation for girls of classes IV, V and VI on puberty, the counsellor was in charge of this orientation. The science behind these issues was explained to the girls. The Principal also said that very soon it would be held for boys as well.

f) Parent Teacher Association AGM

The Principal said that the AGM of the PTA for this academic year was held in April 2023. Due to space constraint the same was conducted over three days in four slots. Parents had their queries resolved and the suggestions given by parents are taken into consideration.

V. Agenda point 5 - Policy issues & Infrastructural Development

a) School policy

1. The CEO said that our policy centres only around development of the child. Whatever is good for the children, the school will do that. The school will make extra efforts to do anything for the child be it resources, books, furniture, etc. He said that we are way ahead of other schools so far as implementation of NEP 2023 is concerned. The faculty of the school is well trained and knows all about the NEP. The teachers are attending various workshops and are knowledgeable. The present pre-primary is fully in compliance with the NEP policy.
2. Foundational Literacy and Numeracy is another project by government of India. A child should be able to read, write and speak one language and be able to do basic operations of Mathematics at primary level. A child should be able to write 30 words per min in class two. Our children have gained foundational literacy well beyond this as they can read, write and speak 60 words per min.
3. There is no change in VI, VII and VIII syllabus. AI is for IX -XII and Vocational Education and Skill Development (Design Thinking And IT) is a part of the middle school.

b) Mobile app – Edunext & website upgradation

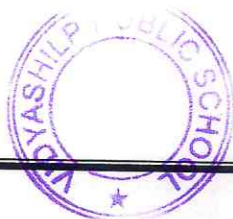
The CEO said that our mobile app Edunext and website have been upgraded. All the activities done in the school are uploaded on the website.

Discussion 1 : Mrs Patanwala said that there should be download option in the Edunext app as every time they have to open the app and download the worksheet which takes a lot of time and memory of the phone.

Decision : The CEO said that point was noted and we will try to implement it in our app.

Discussion 2 : Mr. Jamadar said that the content and activities put on the website are very good. He also appreciated the various sports activities done by the school.

Decision : The CEO thanked Mr. Jamadar and said that together we would work on the edunext and website.



c) Additional Furniture to Meet the Growing Requirements.

The CEO said that furniture was being purchased as per the requirement of the school.

d) Lab, Sports and Music Facilities Upgraded

1. The CEO said that the construction is near completion. There are additional classrooms, computer Lab and a multi purpose hall on the third floor. The present MP hall will be converted into Library and the library will be converted into Art room. He said that he was amazed by the children's art skills. In addition the Maths lab has outgrown a single class room and so a bigger Maths lab has come up. TV's have been installed so the children can watch videos and learn from them.
2. The CEO further said that lot of sports equipment has been added. We have also started extra classes in sports for students and the children are making full use of it. The CEO thanked the parents for their support and encouragement. He also added that many instruments have been added to the band as the number of children was growing in the band. Books are also being added to the library.

Discussion : Mrs Shinde said that the band played during the sports day was very good and her son had enjoyed playing in the band. He is missing the band now.

Decision : The CEO said that in higher classes the syllabus is vast and the children have to give time for studies. Hence they do not participate in the band when they reach class IX.

Mrs Ashvini Kulkarni further mentioned that during the science exhibition children will display the musical instruments and explain the physics behind it.

3. The CEO mentioned that we are making a separate composite lab for physics, chemistry & biology. He said that the smaller children always wonder what the elder children are doing in the lab. So even the smaller children will go to the lab and do activities (age appropriate for them). We are also in the process of planning for language labs. Dance room will also be renovated with mirrors and music. We will also have a geography lab soon.
4. The CEO further talked about the posters on the walls of the school. They are a unique feature of our school and give lots of information. The children enjoy watching, reading and learning from the posters.

Discussion 1 : A couple of parents requested that a few foreign languages could be taught in the school.

Decision : The CEO answered that the metro cities have good teachers to teach foreign language. They teach adults aspiring to go abroad and get good salary. Besides working hours in such language institutes are limited. Why will these teachers come and teach in school? I will have to employ new teachers who have just passed out and they will not give quality education. So, its better if children learn foreign language when they grow up.

Discussion 2 : Mr Gunjal asked if the school can arrange for workshops on monthly basis for foreign language?

Decision : Mrs Patil suggested that the children should go to a institute to learn foreign language.



The CEO said that we should not do something for the heck of it. We should do something meaningful and the child should benefit from it.

VI. Agenda point 6- Transport Arrangement

The Principal gave details of the buses –

40 Seater : 8 (Hired by school)

24 seater : 4(Hired by school)

12 seater winger :1 (Hired by school)

She said that- All buses have a female attendant, RTO clearance certificate, First Aid box and Fire Extinguishers. GPS with bus tracking is also fitted in each bus.

VII. Agenda point 7 - Safety Measures

The Chairperson explained the committees we have in school

1. Sexual harassment committee
2. Grievances committee

This comprises the Principal and six other teachers who monitor any mishappenings or any problems in the school and take measures to correct it.

Safety measures also include having CCTV covering all areas and connected to mobile phones of administrators for 24X7 monitoring.

Teachers are given duties in the break time and cover all the corners of the school. During dispersal teachers accompany the children down. Even after so much care, the mishaps still happen then the children are given first aid but the parents are always informed immediately.

VIII. Agenda point 8 - Faculty members

1. The Chairperson said that all teachers are experienced and qualified according to the CBSE norms.
2. The total strength of the teaching staff is 65. The strength was increased to ensure teacher student ratio of 1:75 teachers per class as against 1:5 laid down by the CBSE.
3. Only trained and qualified teachers are appointed in the school.
4. Regular training of teachers is being conducted.
5. Class X and XII teachers have been doing board evaluation duties to prepare students as per board expectations.

IX. Agenda point 9 - Procurement of Uniform and Books

The Chairperson said that at present we have different textbook, notebook and uniform vendors. These vendors come to school for the convenience of parents. The uniform vendor



had proposed to go online just like Amazon. The parents can order online and do the payment also online.

The CEO further explained that it becomes inconvenient for both the parties to come to school. It would be easier to order online and even returning will be easier.

Discussion 1 : Mrs Kahu suggested if we can get customised size?

Decision: The Principal said the uniform can be customised but the parents will have to give exact measurements. It can be worked out.

Discussion 2 : Mrs Patanwala asked whether the sweat shirts can be tagged with the child's name as the children leave it anywhere in the school and forget about it.

Decision: The Principal and the CEO said that it can be done and they will have a word with the uniform vendor regarding this.

Discussion 3 : Mr Parimal requested for the quality of uniforms to be improved and made wrinkle free.

Decision: The Principal agreed and said that it can be done but it will lead to an increase in the cost. The CEO said that the children outgrow the uniforms and some parents object to the cost.

Discussion 4 : Mr Gunjal suggested that both online and offline facility should be made available for buying uniforms.

Decision: The CEO said that both the facilities will be available.

Discussion 5 : Mrs Shinde said that the stationary should not be made compulsory, especially the geometry box as her child has four till now.

Decision : The principal said that this year no geometry box was given to the children.

The parents unanimously agreed for the online sale of uniforms and continuation of the present system for the rest.

X. Agenda point 10 – Fees for 2024-25 & 2025-26

The CEO said that as per the Maharashtra Fee Regulatory Act, the fees are to be revised every two years. The fee hike will be 15% for two years so we have decided to split it to 10% for the year 2024-25 and 5% for year 2025-26. The CEO informed the parents that the school was in loss due to various reasons. The school is not earning any profit from the hike. All the money is spent on staff salary and expenses of the school.

Discussion 1 : The parents suggested the to increase the fees by 7.5% for the year 2024-25 and another 7.5% for the year 2025-26 making a total of 15% for the two year cycle.

Decision : The Chairperson and the CEO agreed to the parents.



XI. Agenda point 11 – Any other points

Discussion 1 : Mrs Patanwala requested the school to give holiday on Saturdays as all other CBSE schools have holiday on Saturdays.

Decision : The CEO said that we have to work for 220 days in a year according to the CBSE guidelines. Maybe the other schools are not following the norms.

The Principal further explained that we don't want to increase the school time nor do we want to compromise on the activities which are being done in the school.

Discussion 2 : Mrs Shinde said that a particular time should be given for the submission of assignments and the child who submits on time should be rewarded.

Decision : The Principal appreciated the suggestion and said that we would work on it.




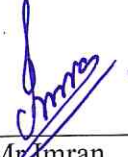

Mrs Ashvini Kulkarni further said that she will make sure that the children submitting on time get the extra benefit over the children submitting late.

Discussion 3 : Mr Parimal asked why the divisions are changed? Why can't it be the same every year?

Decision : The Principal said that it is necessary to change their divisions.

The CEO further said that we want to erase from the child's mind that A is only for intelligent children and D is only for weaker one. There is no such thing in our school and adaptability is important for the children. Such shuffling also promotes better peer learning and wider circles of friends.

Since there were no further points the principal thanked the members and the meeting was adjourned.

Chairperson	Vice Chairperson	Secretary	Joint Secretary	Joint Secretary
				
Mrs Sahana Arif	Mr Satish Parimal	Mrs Renuka Mohinani	Mr Imran Jamadar	Mrs Manasi Kahu

