

DAIR LOG

MOM for meeting held on : Saturday, 13th Sept 2025

Time 8:45am

Attendees: Principal Director - Mrs Sarika Babar, Headmistress - Ms Selvina Pawar, Academic Head - Mrs Monica Taneja, Secondary Coordinator - Mrs Vaneeta Tayade, Elementary Coordinator - Ms Shravani Shaha, ECS Cooridnator - Mrs Apurva Gole, Joyful Coordinator - Mrs Kavita Vaidya, Admin Coordinator - Mrs Reshma Renuse, Admin Executive - Mrs Pritty Shedge, Head Accountant - Mr Vishwas Walhekar. **EPTA MEMBERS** -Diksha Singh, Sunil Bandal, Priyanka Bhutada, Tushar Sapkal, Shreyas Pethkar, Gunjan Gujarathi, Reva Patil, Vikas Salunke, Pradnya Warade, Yogesh Khairnar, Shama Bhongle, Dhanashrei Malkhare, Kishor Shinde, Poonam Kulkarni, Vinod Gorwadkar, Hemangi Chaudhary, Rajendra Kudavakkalagi, Prasad Korde, Mary Fernandes

Sr.No	Description	Question Raised by	Action Owner	Status	Remarks
ACTIONS :					
1	Names and numbers of subject teachers should be distributed across all groups.		Coordinators	Open	A message will be shared regarding the communication matrix and email ID will be shared on the PTM day
2	CCTV cameras will be installed in every classroom.		Sarika Maam	Open	Wiring work is in process
3	Mathematics one more instructor required in higher classes / Minal maam should be given marathi for grade 9		Sarika Maam	Open	Marathi has been given to Ms Minal, Math and other subject experts are called from BTK for revision
6	Fee structure given to the parents to review		Sarika Maam	Open	The sheet has been sahred with the EPTA to review
7	Proposed changes - Emp C pilot process worksheet pattern notes to track		Sarika Maam	Open	The changes will be implemented from 22nd only for Emp C - English / Science and SST
12	Hand wash arrangements to be done in the corridors, to reduce the time taken by the students during the break		Sarika Maam	Open	
13	Emp C - we can segregate weaker students, if parents permit us to make a new class on the ground floor		Sarika Maam	Open	
16	Washrooms are not clean	Priyanka Bhutada	Reshma Maam		
18	ECS - No clear communication from school for events	Umesh Zoting	Selvina Maam	Open	We shall make sure to explain the event and how does our school go about it first.
19	Drive is not updated	Umesh Zoting	Apurva Maam	Open	Drive is checked regularly on Fridays. Also notes are uploaded only after the chapter is done in the class.
20	Exhibition communication is not done properly	Umesh Zoting	Coordinators	Open	Each coordinator/ Class teacher is available for the help required for guiding the parents
21	Olympiad sessions to be given to students or mentoring	Tushar Sapkal	Subject teachers	Open	Teachers can guide the students in the zero periods.
22	Notifications on the app needs to be sent in advance for any event or program	Shreyas Pethkar	Selvina Maam	Open	Teacher will be guided to do the same.
23	Students who have not completed work can be asked to give up their extra curricular periods, but not the ones which are only once a week	Reva Patil	Selvina Maam	Open	We shall make sure students don't miss out courricular period conducted once in a week.
24	Hindi notes are very lengthy	Reva Patil	Selvina Maam	Open	Teachers will be informed about the same and asked to give point wise answers
25	Students should not sleep in the bus as one child feel asleep and got hurt	Reva Patil	Reshma Maam	Open	Didis will be instructed that no child should be allowed to sleep in the bus and to supervise the students to avoid such situations

29	Extra Curricular activities to be skipped 1 week before exam	Kishor Shinde	Sarika Maam	Open	
35	Bmart side raod issue is still not resolved	Vinod Gorwadakar	Sarika Maam	Open	Whatever help required from the school will be given
38	Revision of the grammar topics to be done which were taught in a hurried manner in the second term	Hemangi Chaudhary	Vaneeta Maam	Open	Revision will be done
39	3 chapters per subjects are expected to get over in a term	Hemangi Chaudhary	Monica Maam	Open	
40	Provide snacks to the stduents during Diwali party	Hemangi Chaudhary	Sarika Maam	Open	We shall check and get back regarding this.
41	Extra revision period for math to be held	Rajendra K	Sarika Maam	Open	We conduct revision periods
42	Worksheet patterns as grade 3 to be done in higher classes as well	Rajendra K	Sarika Maam	Open	We shall check and get back regarding this.
44	The EPTA meeting was concluded with vote of thanks by the Headmistress				