

## MINUTES OF P.T.A. MEETING

**DATE: 13.01.2025**

**DAY: MONDAY**

**VENUE: HALL**

### MEMBERS PRESENT:

- |                           |                          |
|---------------------------|--------------------------|
| 1) Sr. Licy Mathew        | [Manager]                |
| 2) Sr. Shareena Pinto     | [Principal]              |
| 3) SMC Members            |                          |
| 4) Mrs. Diana D'Souza     | [Cordinator Std. 1 & 2]  |
| 5) Mrs. Shilpa Parida     | [Cordinator std. 3 to 5] |
| 6) P.T.A. Representatives |                          |
| 7) Staff Members          |                          |

### AGENDA:

- 1) Welcome address
- 2) Minutes of previous meeting
- 3) Principal's address
- 4) General Explanation
- 5) Suggestions/ Opinions from members
- 6) Vote of thanks

### POINTS DISCUSSED:

- 1) The meeting commenced with a short prayer conducted by Mrs. Dyna Allwyn to invoke God's blessings upon the members present for the meeting and the discussions held for the development of the school and benefit of students.
- 2) The meeting was chaired by the School Management - Manager, Principal, Vice - Principal, SMC members. Mrs. Rachel Koshi initiated the meeting with a welcome address followed by the Minutes of previous meeting read out.
- 3) Details of improvement planned for the upcoming year 2025-26 were presented by the Vice Principal. Assurance was given that quality education and student welfare remain the school's top priority.
- 4) Disciplinary measures to be implemented for the students were discussed and opinions on the same were invited from the present members.
- 5) Principal Sr. Shareena Pinto shared the reasons for the fee revision in the upcoming year 2025-26 including - rising operational costs, Staff salary, infrastructural development, academic enhancements, increase in operational and maintenance expenses, upgrading classrooms, laboratories, digital learning resources etc. Additional expenses related to safety measures, students welfare were also discussed. Principal also numerically explained the comparative hike in the School Fees for the academic year 2025-26.



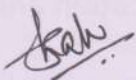
The average fee hike ranges between 7% to 8% for Grades 1<sup>st</sup> to 10<sup>th</sup> and nominal hike of 1% for Grade 11<sup>th</sup> & 12<sup>th</sup> fees.

Increase in fees includes - Term fees to support the administrative activities, Maintenance Fees hike due to upkeep and infrastructural costs, and Tuition fees mainly due to Staff Salary revision and academic planning, keeping the Exam fees, Games/ Library, Smart class fees constant ensuring minimal burden on parents.

Parents suggestions were invited on the fee structure discussed in the meeting.

- 6) Present members discussed the impact of inflation and rising cost in general. Few Parents expressed concern about financial burden due to multiple school going children. Parents also requested the School Management for a clarity on how the fees hike would benefit students directly. Some Parents raised queries regarding affordability and payment flexibility – options for installment – based fee payment, etc. Parents also appreciated the transparency maintained by the School Management.
- 7) To the queries of the Parents, Principal clarified and assured the fee hike would ensure Quality Education. The revised fee structure would be utilized strictly for the academic improvement of the school. Principal also assured transparency and regular updates on development initiatives, future financial planning and timely communication with the PTA members of all the classes who would in turn convey it to the other parents.
- 8) The SMC members and the present representatives approved the revised fee structure for the year 2025-26. Parents acknowledged efforts of the school management. Members assured their continued support and cooperation with the school management.
- 9) Manager and the Principal thanked the SMC members as well PTA representatives for their assistance and whole hearted support extended to the school.
- 10) The meeting concluded with the vote of thanks proposed by the member of staff Ms. Priya Shah to the school Management, Principal, SMC members, PTA representatives, Parents for their presence, suggestions, understanding, communication and time rendered for the meeting.

REPORT WRITTEN BY:

  
[PRIYA SHAH]

PRINCIPAL:

  
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