



RTE NO. 219

# BHAI MASTAN SINGH PUBLIC SCHOOL

Vill. Pakka Kalan, Distt. Bathinda-151401.

Mob. 98555-01668 | E-mail : bhai.mastan56@gmail.com

## Parents Teachers Association - PTA

### Bylaws

#### PTA Goals

- 1- To ensure unique academic standards and adequate educational environment in the school.
- 2- To contribute in achieving the educational goals of the school.
- 4- To develop the interaction between the parents and the teachers.
- 5- To support the school through helping in developing the facilities and securing needed equipment including safety provision for the school. This may include developing relations between the school and public authorities to facilitate project implementation.
- 11- To work on developing the parents' contribution towards achieving school objectives through various means including ensuring parent representation in the school

#### Authorities of the PTA

- 1- The PTA has a moral authority and not a legislative or an executive one which is based on dialogue with the school administration.
- 2- The PTA is committed to work according to the goals set forth in the Bylaws. It is also committed to ensuring confidentiality with its relations limited to the school principal and Head of School.
- 4- The PTA can discuss and follow-up on all its concerns regarding the school only with the school administration.
- 5- PTA members have no right in entering the school's facilities, buildings or classrooms and/or approaching individual teachers. Nor do the PTA members have the authority to exercise professional academic inspections.

#### PTA Formation and Elections

- 1- The PTA consists of 9 members, including President of society, Manager of the school, Principal/ Head Mistress of the School, 3 teachers & 3 parents.
- 2- The PTA membership duration is two years. If any number of PTA members withdraw their membership during these two years, they will be replaced by the PTA.
- 3- The PTA will hold meetings at least twice a year.

The PTA could hold an emergency general assembly meeting upon the request of the parents.



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## GUIDELINES FOR THE PARENTS TEACHERS ASSOCIATION EXECUTIVE COMMITTEE

- 1) Duties of Parents Teachers Association Executive Committee are as under:
  - To see that the portion must be completed as per planning.
  - To suggest necessary and suitable measures for the students who are weak in the study.
  - To assist to the schools for planning portion supplementary to the study.
  - Approving co-curricular activities.
  - Getting information regarding fees going to charged in respect of Educational Fees of the School, Semester Fees and Co-curricular activities to submit their say before Representative Members of Parents Teachers Association Executive Committee.

- 2) FIXATION OF THE EDUCATIONAL FEES OF THE SCHOOL AS PER THE STATE GOVERNMENT NORMS.**

The Fee fixation process is strictly followed as per the provisions of "The Fees Regulation Act, 2011 as amended in 2015".

- The Management of the school proposes fee structure before the PTA Executive Committee formed as per Fee Regulation Act.
  - Once the proposal of Fee revision is approved, resolution is passed for the approved fee structure for next academic year. If any other new proposal for academic development is also object of PTA.
- 3) Constitution of the Representative Members for the Parents Teachers Association Executive Committee

Shall be as under:

President	: President of the society
Member	: Manager of the School
Secretary	: Principal/Headmaster
Member	: Teacher
Member	: Teacher
Member	: Teacher
Member	: Parent
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- 4) There will be at least 50 percent female members in the members of the PTA Executive Committee.
- 5) Meeting of the Representative Members of the PTA Executive Committee must be called at least twice in a year.
- 6) Minutes of the Meeting shall be recorded in the Register and said register shall be preserved.

*Gaganpreet Kaur*

Gaganpreet Kaur  
(President)

*Ajaydeep Singh*

(Secretary)

*Sukhmander Singh*

Sukhmander Singh  
(Member)

*Harinderpal Kaur*

Harinderpal Kaur  
(Member)

*Sandeep Singh*

Sandeep Singh  
(Member)

## PTA MINUTES OF MEETING (APRIL 2024)

**30.4.24**

The meeting started with a formal welcome by the Headmistress.

1. Thereafter, the Headmistress briefed the annual planning regarding school and students with the PTA.
2. Mr. Gurjeevan Singh, the parent member suggested for the provision of coolers for students. At this, the Headmistress stated that this would be discussed with the SMC and best possible would be done.
3. The headmistress also stated that the student council would be formed in order to inculcate the sense of leadership and responsibility among students. The PTA appreciated this after a brief discussion on the selection of student leaders.
4. The headmistress also shared with the PTA that we are going to increase the critical thinking based as well as the competency-based questions in the question papers. The practice of the same shall be given to the students through practice tests as well as worksheets also. In short, ROTE LEARNING WOULD BE DISCOURAGED.
5. The President, Ms. Gaganpreet Kaur expressed her views that we should focus on sports activities along with academics for the 360degree development of students.
6. The meeting was adjourned by a formal vote of thanks by the teacher member, Ms. Pawandeep Kaur.

### ATTENDEES OF THE MEETING

SR. NO.	MEMBER	DESIGNATION	NAME	SIGN.
1.	PRESIDENT	President of the Society	Ms. Gaganpreet Kaur	Gaganpreet Kaur
2.	MEMBER	Manager of the School	Mr. Sandeep Singh	Sandeep Singh
3.	SECRETARY	Headmistress/Principal of the School	Ms. Sandeep Kaur	Sandeep Kaur
4.	MEMBER	Teacher of the School	Ms. Pawandeep Kaur	Pawandeep Kaur
5.	MEMBER	Teacher of the School	Ms. Gurjeet Kaur	Gurjeet Kaur
6.	MEMBER	Teacher of the School	Mr. Manoj Kumar	Manoj Kumar
7.	MEMBER	Parent	Mr. Manga Singh	Manga Singh
8.	MEMBER	Parent	Mr. Gurjeevan Singh	Gurjeevan Singh
9.	MEMBER	Parent	Ms. Parminder Kaur	Parminder Kaur