

## **1st Annual General Body Meeting of the Parent Teacher Association Academic Year 2019-20**

### **MINUTES OF MEETING**

**Venue: A/V Room**

**Day and Date: Saturday, 13th July 2019**

**Time: 9:00 am**

### **Agenda:**

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1. Welcoming the members of the Executive
2. Introduction of the members of the Executive
3. Reading the Maharashtra Educational institutions (Regulation of Fee) Act, 2011 and the rules made there
4. Constitution of the Executive Committee
5. Adoption of Bye laws of the Oxford World
6. The first Annual General Body Meeting
7. Vote of Thanks

The meeting was called to order and commenced at 9:20 am after ascertaining the presence of the required quorum.

Dr. Kavita K Roy, Chairperson of Parent Teacher Association (PTA) of Oxford World School, began the meeting by informing the members that the quorum is being achieved. She then, introduced each member of the Executive Committee of the PTA for 2019-20. She briefed the members about the process of the selection of the members of the Executive Committee of the PTA (EPTA)

The Chairperson also informed the parent that the mode of communication for all the members of the PTA for any matters concerning academics, school policies & guidelines is through the respective EPTA members.

She further added that the email and the contact information of the EPTA members are put on the website for the ready reference. She reinforced that the parents must not form any micro- social media groups like what's app to discuss matter relating to school. In addition, the parents were instead asked to contact the respective EPTA members via email for the same.

Regulation Act, 2011 the parent of every student in the school would be a member of the Parent – Teacher Association

After all items in the agenda were discussed, Ms Bhama Pramod, Secretary Teacher Representative thanked all the PTA members to be so supportive to the school.

The meeting ended with a vote of thanks by the Chairperson