



Sanskriti Shiksha Society's
SANSKRITI SCHOOL, UNDRI, PUNE

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MINUTES OF THE MEETING: PTA- 01 (2021-22)

Date: Saturday, May 01, 2021	Venue: Sanskriti School, Undri Campus	Virtual platform
Start Time: 12.00 noon	End Time: 1.45pm	Zoom

List of Attendees:

No.	Name	Designation	No.	Name	Designation
1	Ms. Jaihsree Gujar	Chairperson	13	Ms. Shilpi Varshney	Parent Member
2	Ms. Vaishali Atul Sonawane	Vice Chairperson	14	Ms. Kirti Manoj Dugad	Parent Member
3	Ms. Shilpa Desai	Secretary	15	Ms. Rakhee Kadne	Teacher Member
4	Ms. Sumeera Palekar	Joint Secretary	16	Mr. Parmeshwar Sonpasare	Teacher Member
5	Ms. Shivani Singhal	Joint Secretary	17	Ms. Komal Tarneja	Teacher Member
6	Ms. Rutika Anand Pawecha	Parent Member	18	Ms. Priya Bhatnagar	Teacher Member
7	Mr. Mohammed Abrar Sayed	Parent Member	19	Ms. Saloni Kurichh	Teacher Member
8	Mr. Ajay Ramesh Jain	Parent Member	20	Ms. Rashmi Moyal	Teacher Member
9	Ms. Shweata Ghosh	Parent Member	21	Ms. Rajkumari Gangotri	Teacher Member
10	Ms. Shubhi Tapan Shah	Parent Member	22	Ms. Sheelpy Sen	Teacher Member
11	Mr. Balkrishna Naik	Parent Member	23	Mr. Yogesh Sadhwani	Management Representative
12	Mr. Zohair Pishori	Parent Member			

The meeting commenced with the Principal Ms. Jaishree Gujar who welcomed all the parents and teachers present. All the members got the opportunity to introduce themselves. Ma'am also introduced Mr. Yogesh Sadhwani who will be the Management representative. Yogesh sir has an experience of many years and has worked extensively in the field of media and has been the Deputy Editor in 'Pune Mirror'.

➤ **The Principal Ms. Jaishree Gujar** appreciated the parents for their presence in today's meeting. She updated the members that each and every parent is a part of the Parent - Teacher Association. The PTA Executive committee is formed to represent all the parents and acts as a bridge between the school and the parents. The agenda for the meeting was shared with all the members.

➤ **PTA Executive Committee - Roles and Responsibilities**

- The Principal Ms. Jaishree Gujar apprised the parents that one of the key roles of the PTA Executive committee is building stronger working relation between parents and school. Children are at the centre of all our considerations and processes at school and each and every child of the school is equally important for us. Through this committee we can discharge our duties even better when there is transparent, timely and productive dialogue between parents and the school. This is the one of the most important function of the PTA.
- Children are the center of our focus and we believe in grooming well rounded children from diverse range of interest. It is of utmost importance that the PTA members use the forum to discuss all the important and upcoming policies of the school.
- Communication plays a key role in making the dissemination of all important policy decisions. We believe that effective two-way communication is the key to a successful long term relationship.

➤ **The Executive Committee composition**

- The composition of the Executive committee members was explained in detail by the Principal Ms. Jaishree Gujar.

➤ **Vaccination of the school team**

- The members were updated as regards the vaccination process of our school members. The process has started as regards vaccination and in the following days all of them will be vaccinated.

➤ **Safe guarding emotional and social well-being of our children**

- The emotional well-being of our children is of prime importance. Our counsellors will be available for supporting our children throughout the summer break. Parents may get in touch with us for the same.
- To keep our younger kids in the Pre-primary section engaged, we have already introduced special extracurricular activities through the year.
- After our pilot run, we are planning on extending this to our senior classes as well.

➤ **Question and Answer session**

The parents asked questions and all their doubts were cleared.

- The parents felt that we need to create awareness as regards the PTA in all the Parent community of our school by sending the details of the Minutes of the meeting to all. During the course of discussion, the Principal, Ms. Jaishree Gujar apprised the parents that the proceedings of PTA executive meetings are always shared with our parent community through the school app. The suggestion was taken on board and we have now decided to send the emails of the PTA Executive committee for at least 2 to 3 times, so that parents do not miss the same.

- The parents appreciated the initiative taken by school to help parents in distress during the pandemic. School feels that the education of each and every child is important and hence this initiative was taken up by the school.
- The parents expressed their gratitude for the teachers and their efforts. The one-on-one interaction with the students have made a marked difference for all the students.
- The PTA Executive committee will be meeting 4 times in a year. However, all the members felt that it is important to meet initially once a month to address the concerns that parents might have.
- The parent members unanimously agreed to share their assigned official email id with all the Sanskriti School, Undri parents.

Email addresses of the PTA Executive committee members. Annexure 1.

➤ **Vote of thanks.**

- The Secretary Ms. Shilpa Desai expressed her vote of thanks to all the members present and for sharing their valuable inputs.

Warm Regards
Mrs. Jaishree Gujar,
Principal

Annexure 1

Email addresses of the PTA Executive committee members.

S. no.	Name	Email id
1	Ms. Vaishali Atul Sonawane	ptavicechairperson@sanskritischoolpune.in
2	Ms. Sumeera Palekar	jtsecy@sanskritischoolpune.in
3	Ms. Rutika Anand Pawecha	class1pta@sanskritischoolpune.in
4	Mr. Mohammed Abrar Sayed	class2pta@sanskritischoolpune.in
5	Mr. Ajay Ramesh Jain	class3pta@sanskritischoolpune.in
6	Ms. Shweeta Ghosh	class4pta@sanskritischoolpune.in
7	Mr. Virendra Surendra Sharma	class5pta@sanskritischoolpune.in
8	Ms. Shubhi Tapan Shah	class6pta@sanskritischoolpune.in
9	Mr. Balkrishna Naik	class7pta@sanskritischoolpune.in
10	Mr. Zohair Pishori	class8pta@sanskritischoolpune.in
11	Ms. Shilpi Varshney	class9pta@sanskritischoolpune.in
12	Ms. Kirti Manoj Dugad	class10pta@sanskritischoolpune.in