



## MINUTES OF PARENT TEACHER ASSOCIATION FORMATION [2022-2023] Virtual Meeting

DATE  
12-02-2022

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JGS/COMM/IF-01/R00

Venue : Conference Hall and virtually through zoom  
Time : 9:30 a.m. to 10:30 a.m.  
Chaired by : President, Mrs.D.Saraswathi Rao & Secretary, Mrs. Poonam Agrawal  
Attended by : **Parent Representatives (16 Nos.)**  
Mrs.Radhika Thyagarajan, Mr.Bharani Kumar Raja Sunduru, Mrs.Nidhi Singh,  
Mrs.Jagruthi Patel, Mrs.Swathi N., Mr.Ashwini Kumar M, Mrs.Soniya Agarwal,  
Mrs.Srividya Mohanan Pillai, Mrs.Sheetal Shetty, Mrs.Govindacharya Sita Lakshmi Bai,  
Mrs.Mayuri Dheerender Kumar Boghi, Mr.Yadaiah Bekkam, Mr.Phani Kumar Settipalli,  
Mrs.Annadanam Sai Sravanthi, Mr.Surendar Reddy Parigi, Mr.Kalyan Chakravarthy Veerlapati  
  
Coordinators of Pre-primary to Class VIII  
Mrs.Nandita Acharya, Academic Head  
Mrs.Bindu Muralidharan K, Academic Support Head  
Mrs.S.Lakshmi, Office Superintendent  
Mrs.Kosuri Anitha, Admin Head  
Mrs.Arun Jyothi Adepu, Personal Secretary to the Principal  
Mrs.Kumud Emani, Personal Secretary to the Headmistress

The following points were discussed :

S.No.	Subject of Minutes	Details of Minutes																																								
1	Prayer	The meeting started with a prayer by Mrs.Lavanya Paul.																																								
2	Welcome Address	<ul style="list-style-type: none"><li>The President, Mrs. D. Saraswathi Rao welcomed the members present for the meeting.</li></ul>																																								
3	Announcing the Procedure for Selections	<ul style="list-style-type: none"><li>The President, Mrs.D. Saraswathi Rao read out the procedure for the selections.</li></ul>																																								
4	Selections of the PTA Representatives	<ul style="list-style-type: none"><li>The PTA members were selected through the lot. The following are the selected members :</li></ul> <table><tr><th>Grade 2021-22</th><th>Grade 2022-23</th><th>NAME OF THE STUDENT</th><th>NAME OF THE PARENT</th></tr><tr><td>LKG-E</td><td>UKG</td><td>VANYA SINGH</td><td>NIDHI SINGH</td></tr><tr><td>UKG-G</td><td>1</td><td>HIRANYA E PATEL</td><td>JAGRUTHI PATEL</td></tr><tr><td>1N</td><td>2</td><td>DARSHAN REDDY NEELAPU</td><td>SWATHI N.</td></tr><tr><td>2I</td><td>3</td><td>RISHON REUBEN</td><td>SONIYA AGARWAL</td></tr><tr><td>3E</td><td>4</td><td>AASHRITH NAIR</td><td>SRIVIDYA MOHANAN PILLAI</td></tr><tr><td>4C</td><td>5</td><td>SAMAKSH SHETTY</td><td>SHEETAL SHETTY</td></tr><tr><td>5B</td><td>6</td><td>SRISAHASRA SETTIPALLI</td><td>PHANI KUMAR SETTIPALLI</td></tr><tr><td>6C</td><td>7</td><td>DHRUTHI ARIPIRALA</td><td>ANNADANAM SAI SRAVANTHI</td></tr><tr><td>7I</td><td>8</td><td>PUSHPA VEERLAPATI</td><td>KALYAN CHAKRAVARTHY VEERLAPATI</td></tr></table> <p>Teacher Representative – Mrs.K.Neelima Reddy Educated Mother – Mrs.Nikita Jain Admin Representative – Mrs.Lavanya Paul</p>	Grade 2021-22	Grade 2022-23	NAME OF THE STUDENT	NAME OF THE PARENT	LKG-E	UKG	VANYA SINGH	NIDHI SINGH	UKG-G	1	HIRANYA E PATEL	JAGRUTHI PATEL	1N	2	DARSHAN REDDY NEELAPU	SWATHI N.	2I	3	RISHON REUBEN	SONIYA AGARWAL	3E	4	AASHRITH NAIR	SRIVIDYA MOHANAN PILLAI	4C	5	SAMAKSH SHETTY	SHEETAL SHETTY	5B	6	SRISAHASRA SETTIPALLI	PHANI KUMAR SETTIPALLI	6C	7	DHRUTHI ARIPIRALA	ANNADANAM SAI SRAVANTHI	7I	8	PUSHPA VEERLAPATI	KALYAN CHAKRAVARTHY VEERLAPATI
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5	Sharing the Appointment Order, Guidelines, Duties and Responsibilities	<ul style="list-style-type: none"><li>▪ The President, Mrs. D. Saraswathi Rao &amp; the Secretary, Mrs. Poonam Agrawal read out the PTA Appointment Order, Guidelines, Duties and Responsibilities. The PPT was shared by Mrs. Kumud.</li></ul>
6	Finalization of the date of Governing Body Formation	<ul style="list-style-type: none"><li>▪ The meeting for the Governing Body Formation will be held on 26.02.2022 to select the Vice President, Joint Secretary from the elected PTA members.</li></ul>
7	School Magazine	<ul style="list-style-type: none"><li>▪ Released the School Magazine Trailer for the AY 2021-2022.</li></ul>
8	Vote of thanks	<ul style="list-style-type: none"><li>▪ The President and the Secretary thanked all the members present for the meeting.</li><li>▪ The meeting concluded with the National Anthem.</li></ul>

Kindly acknowledge the minutes.

**PTA PRESIDENT**

*D. Saraswathi Rao*