

TS008

MINUTES OF PARENT TEACHER ASSOCIATION FORMATION [2025-2026] AND PTA FAREWELL [2024-2025]	
DATE 22-02-2025	Page 1 of 3

JGS/COMM/IF-01/R00

Venue : Admin Block and Conference Hall
Time : 9:00 a.m. to 11:30 a.m.
Chaired by : President, Mr. T.Anil Israel & Secretary
Attended by : PTA nominees 2025-26 (14 Nos.)

PTA Members 2024-25

Mr. Vamshi Krishna
Mrs. Neha Vijay Kumar Kalyani
Mr. Srinivas Garimella
Mr. Lakshmi Narasimham Mylavarapu-PTA Joint Secretary
Mr.Arjun Mukhopadhyay

Mrs.V.Kavitha – Teacher Representative
Mrs.Lavanya Paul – Admin Representative
Mrs.Sravika Siddhi – Educator Mother

Mrs. K.Annnapura, Vice Principal
Mrs. Poonam Agrawal, Headmistress
Mrs.S.Lakshmi, Office Superintendent
Mrs.Bindu Muralidharan K, Academic Support Head
Mrs.Arun Jyothi Adepu, Personal Secretary to the Principal
Mrs.Kumud Emani, HSCP Coordinator

The following points were discussed:

S.No.	Subject of Minutes	Details of Minutes
1	Prayer	The meeting started with a prayer.
2	Welcome Address	<ul style="list-style-type: none"> The President, Mr. T.Anil Israel welcomed the Parent Members present for the meeting along with the school PTA representatives.
3	Announcing the Procedure for Selections	<ul style="list-style-type: none"> The President, Mr. T.Anil Israel read out the 'Constitution of PTA' and then briefed on the procedure for the selection of the PTA Parent Members.
4	Selection of the PTA Representatives	<ul style="list-style-type: none"> The Headmistress, Mrs.Poonam Agrawal carried out the process for the selection. PTA members were selected unanimously for Grades 4 and 6 as there was a single nomination for the same. For other Grades the members were selected by picking the lot.



TS008

**MINUTES OF PARENT TEACHER ASSOCIATION FORMATION [2025-2026] AND
PTA FAREWELL [2024-2025]**

DATE
22-02-2025

Page 2 of 3

The following members have been selected to be the PTA Parent Representatives for the Academic Year 2025-26.

2025-26	Name of the PTA member
SR.KG-C	Mrs. Siva Supraja
1	Mrs. Kashapaka Vandana
2	Mrs. Vadikari Neeraja
3	Mrs. Borra Surekha Yadav
4	Mrs. Swathi Venkannagari
5	Mrs. B. Radha Madhuri - Vice President
6	Mrs. Vem Swathi
7	Mrs. Rajitha Vemula
8	Mr. Ramakanth Reddy Malladi
9	Dr. Jagannath Reddy Surasani - Joint Secretary
10	Mrs. Himabindu Bandabavi

Educated Mother – Mrs.Minakshi Maheshwary

Teacher Representative – Mrs.R.Shylaja

Admin Representative – Mrs.Rashmi Surana

HSCP members

Mrs. Pratibha Jain

Mrs. Anne Srijanya.K

Mrs. Ramya Sree Meka

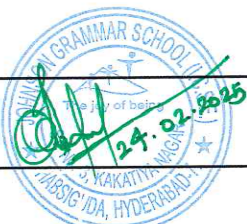
5 Sharing the
Guidelines, Duties and
Responsibilities

- The President, Mr. T.Anil Israel congratulated the newly elected PTA Parent Members and lead the PTA team to take the oath.
- The Vice Principal, Mrs.K.Annapurna briefed the members about the Roles and Responsibilities.
- The President briefed the PTA Parent Members on the 'Code of Conduct' and the order of proceedings to be followed during the PTA meetings. Further, the team was informed to elect the Vice President and the Joint Secretary from among them who will be the Members of the School Governing Body. The Role and Responsibilities of the School Governing Body was also informed.
- The PTA members were given time to discuss and decide among themselves to select the PTA Vice President and Joint Secretary.

TS008

MINUTES OF PARENT TEACHER ASSOCIATION FORMATION [2025-2026] AND PTA FAREWELL [2024-2025]		
DATE 22-02-2025		Page 3 of 3
		<ul style="list-style-type: none"> The PTA Parent Members unanimously selected the following to be the Governing Body Members. <ol style="list-style-type: none"> Mrs. B. Radha Madhuri -Vice President Dr. Jagannath Reddy Surasani -Joint Secretary The President issued the Appointment Orders to all the PTA Parent Members along with the guidelines. The school official PTA mail ID and the PTA Parent Member official email IDs were also shared to be used for communication. It was informed that all the PTA Parent official email IDs will also be shared with all the parents of that grade for them to mail their suggestions, queries and concerns to be tabled during the PTA Meetings.
6	Governing Body Meeting	<ul style="list-style-type: none"> It was informed that the Governing Body Meeting will be held on 01.03.2025, Saturday which will decide on the fixation of the fee for the Academic Year 2025-26. The same will be informed to all the parents to send their feedback.
7	Parent Teacher Association Farewell 2024-25	<ul style="list-style-type: none"> The President introduced the New PTA members of 2025-26 to the outgoing PTA Parent Members of 2024-25. The PTA members of 2024-25 shared their experiences and appreciated the school management and all the staff members for being open to all the suggestions and concerns expressed by the parents and also addressing them immediately. The President thanked all the PTA members of 2024-25 for their contribution and presented a thank you note along with a memento.
8	Vote of thanks	<ul style="list-style-type: none"> The President thanked all the members with an assurance to work together in the best interest of the students and requested all the PTA Parent Members to be present for all the PTA Meetings. The meeting concluded by greeting everyone.

Kindly acknowledge the minutes.

PTA PRESIDENT	 24.02.2025 JOHNSON GRAMMAR SCHOOL HABSIGUDA, HYDERABAD
---------------	--