

TS008

**MINUTES OF PARENT TEACHER ASSOCIATION FORMATION [2026-2027] AND
PTA FAREWELL [2025-2026]**

DATE
31-01-2026

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JGS/COMM/IF-01/R00

Venue : Admin Block and Conference Hall
Time : 9:00 a.m. to 11:45 a.m.
Chaired by : Chairperson, Mr. T. Anil Israel & Secretary Mrs.Tanushree Mitra
Attended by : PTA nominees 2026-27 (19 Nos.)

PTA Members 2025-26

Mrs. Borra Surekha Yadav – PTA Representative Grade 3
Mrs. Swathi Venkannagari – PTA Representative Grade 4
Mrs. Radha Madhuri – PTA Vice President and PTA Representative Grade 5
Mrs. Vem Swathi – PTA Representative Grade 6
Mrs. Rajith Vemua – PTA Representative Grade 7
Mrs. Himabindu Bandabavi – PTA Representative Grade 10

Mrs.Shylaja R – Teacher Representative
Mrs.Minakshi Maheshwary – Educator Mother
Mrs.Rashmi Surana – Admin Representative

Mrs. Nandita Acharya, Headmistress High School
Mrs. Deepa Gokul – Headmistress Middle School
Mrs. Poonam Agrawal, Headmistress Primary School
Mrs.S.Lakshmi, Office Superintendent
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	Welcome Address	<ul style="list-style-type: none"> The PTA Chairperson, Mr. T.Anil Israel -Principal welcomed the members present for the meeting.
2	Declaration of the agenda	<ul style="list-style-type: none"> The PTA Chairperson, Mr. T.Anil Israel declared the agenda of the PTA and GBM Formation for the Academic Year 2026-27.
3	Announcing the Procedure for Selections	<ul style="list-style-type: none"> The PTA Chairperson, Mr. T.Anil Israel read out the 'Constitution of PTA' and then briefed on the selection procedure of the PTA Formation for the Academic Year 2026-27.
4	Selection of the PTA Representatives	<ul style="list-style-type: none"> The Secretary, Mrs.Tanushree Mitra – Vice Principal carried out the process for the selection.



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- The PTA members were selected unanimously for Grades 5, 6, 7 and 10 as there was a single nomination for the same. For other Grades the members were selected by picking the lot.

The following members have been selected to be the PTA Parent Representatives for the Academic Year 2026-27.

2026-27	Name of the PTA member
SR.KG-C	Mrs. S. Divya
1	Mrs. Divya Kuravi
2	Mrs. Gundolu Deepthi
3	Mrs.Krishna Chaithanya Komatireddy
4	Mrs. Vinila Murupala Banpur
5	Mrs. Pranathi S
6	Mrs. Padmavathi – PTA Vice President
7	Mrs. Nikki Gupta
8	No Nominations
9	Mrs.Sheetal Shetty
10	Mrs. Syed Salma Begum – PTA Joint Secretary

Educator Mother – Mrs. M Kiranmayee

Teacher Representative – Mrs. Bindu Muralidharan K

Admin Representative – Mrs.Kumud Emani

The PTA Parent Member for Grade 8 will be selected in due course of time.

5 Sharing the Guidelines, Duties and Responsibilities

- The PTA Chairperson, Mr. T.Anil Israel congratulated the newly elected PTA Parent Members and briefed the members about the Roles and Responsibilities, Code of Conduct and the order of proceedings to be followed during the PTA meetings.

6 School Governing Body

- The PTA Chairperson, informed the newly elected PTA Members 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.



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		<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">1) Mrs. Padmavathi -Vice President2) Mrs. Syed Salma Begum -Joint Secretary▪ The PTA Chairperson and PTA Secretary issued the Appointment Orders to all the newly appointed PTA Parent Members.▪ 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.
7	Governing Body Meeting	<ul style="list-style-type: none">▪ It was informed that the Governing Body Meeting will be held on 07.02.2026, Saturday which will decide on the fixation of the fee for the Academic Year 2026-27. The same will be informed to all the parents to send their feedback.
8	Parent Teacher Association Farewell 2025-26	<ul style="list-style-type: none">▪ The PTA Chairperson introduced the New PTA members of 2026-27 to the outgoing PTA Parent Members of 2025-26.▪ The PTA members of 2025-26 shared their experiences and appreciated the school management and all staff members for their transparency, openness to suggestions and concerns expressed by the parents, and for addressing them promptly and effectively.▪ The PTA Chairperson thanked all the PTA members of 2025-26 and presented a memento in appreciation of their valuable contribution.
9	Vote of thanks	<ul style="list-style-type: none">▪ The Chairperson 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 CHAIRPERSON

