

## **PARENT TEACHER ASSOCIATION**

### **Parent-Teacher Association -**

(1) (a) Every private school shall constitute the Parent-Teachers Association.

(b) The Parent-Teachers Association shall be formed by the head of the school within thirty days from the beginning of each academic year

(c) On formation of the Parent-Teachers Association, for giving representation to every Standard, a lottery shall be conducted by drawing a lot of the willing parents of each Standard to constitute the Executive Committee and notice of one week before such lottery shall be given to the members of the Parent-Teachers Association.

(2) (a) The Executive Committee shall consist of

**(i) Chairperson** Ms. Pamila kaur (Principal )

**(ii) Vice-Chairperson** Mr. Mandeep Kaur(Parent of Hargun Kaur Class IX)

**(iii) Secretary** Ms. Deepti (Coordinator)

**(iv) Two Joint Secretaries** Ms. Kamaljit Kaur (Parent of Japneet Class VIII)

Ms. Tarundeep Kaur (Coordinator)

**(v) Member** List attached

Provided further that, in the academic year, if two parents are appointed from any standard on the Executive Committee, as members under sub-clause (v), in such cases, for next one year, not more than one parent shall be appointed from each standard.

(b) Out of the total members in the Executive Committee, there shall be at least one member from the Scheduled Casts, the Scheduled Tribes or Backward Class of citizens to be rotated in the manner prescribed and at least fifty per cent of the members shall be women

(c) The list of members of the Executive Committee shall be displayed on the notice board within a period of fifteen days from formation of the Executive Committee shall be displayed on the notice board within a period of fifteen days from formation of the Executive Committee and copy thereof shall forthwith be forwarded to the concerned Education Officer.

(d) The term of the Executive Committee of the Parent-Teachers Association shall be for one academic year and no member of the Executive Committee shall be eligible for drawing a lot by lottery within the period of three years since the formation of the Executive Committee:

Provided that, the provisions of sub-clauses (i),(iii) and (v) of clause (a) above regarding condition of three years for selection of teacher member shall not apply to the school having only two teachers.

(e) The Executive Committee shall meet at least once in a three months. The procedure to be followed for conducting the meeting of the Executive Committee shall be such as may be prescribed.

(f) The Parent-Teachers Association shall have a general meeting at least once before the 15<sup>th</sup> August of every year. The procedure to be followed for conducting the meeting of the Parent-Teachers Association shall be such as may be prescribed. The Parent-Teachers Association shall discharge such duties and perform such functions as may be assigned to it under this Act and as may be prescribed.

**PREPARED BY SCHOOL ADMINISTRATION AND AGREED UPON BY PTA OF AKSIPS 45,CHANDIGARH.**

**1. DEFINITION & AIM OF THE PTA**

- Parent Teachers Association (PTA) is a non-profit, non-political and non-sectarian organization made up of school staff and parents which work to support the school in a wide variety of ways.
- The function of PTA is not only to help/support in the improvement and development of the school.  
Provide help/support in the improvement and development of the school.

**2. DEFINITION OF KEYWORDS**

- Association-All Parents, Teachers and employees of the AKSIPS 45 A, Chandigarh.
- Members –Any/All individuals who have been accepted and admitted by the Association.

### **3. PREAMBLE**

We desire to sustain the promotion and continuity of sound, meaningful and qualitative education for the students of AKSIPS 45, Chandigarh, we, the parents /guardians and teachers of the students hereby jointly and severally agree to constitute ourselves into an organization whose membership shall embrace all parents, guardians and teachers of registered pupils in AKSIPS 45, Chandigarh.

### **4. AIMS AND OBJECTIVES**

The aims and objectives of the association shall be:

1. To provide a platform for parents, guardians, and teachers of students of AKSIPS 45, Chandigarh to meet, exchange, deeply analyze issues, make recommendations and effectively pursue the implementation of decisions on matters affecting education/learning.
2. To foster mutual understanding, harmonious relationship and cooperation among parents, guardians, and teachers in the fulfillment of their common aim, the welfare of the school and the pupils/students therein.
3. To make for a healthy understanding of the education policies and programs of the school and thus influence the same to create a suitable climate for reception of the same.

### **5. MEMBERSHIP OF ASSOCIATION SHALL BE OPEN TO**

- o Parents/guardians whose children or wards attend school in AKSIPS 45 .Such participation shall be **non – political** and **non –religious**.
- o Any person who is a member of the teaching staff of AKSIPS 45.
- o For every class / Division one parent and one teacher (As per the number of divisions, Parent members)
- o In the executive committee, 50% shall be women.

## 6. EXECUTIVE COMMITTEE

The formation of Parents- Teacher's Association's Executive Committee would be as under:-

<b>Chairperson</b>	Principal Of The School – Ms.Pamila Kaur
<b>Vice-Chairperson</b>	Ms. Mandeep Kaur
<b>Secretary</b>	Ms. Deepti (Coordinator)
<b>Two Joint Secretaries</b>	Mrs. Kamaljit Kaur (Parent) Ms. Tarundeep(Teacher)
<b>Treasurer</b>	Ms. Gurpreet Kaur (Head Accountant)
<b>Members</b>	List Attached.

### 1. GUIDELINES AND RULES OF CONDUCT

Members, will at all times, during its deliberation and actions, work with proper conduct and respect to one another and to the school. Each member must attend general meetings unless a member has a sound reason that will hinder him.

- a. The period of Parents-Teachers' Association would be for one year. Any parent once has become the office bearer or the executive committee member, thereafter in the **next three years**; he cannot become the office bearer of the executive committee member.
- b. The meeting of managing committee should be called **minimum once** in three months.
- c. In the school, every student's parents should be the member of Parents- Teachers' Association.
- d. Help School in any events outside and beyond standard School functions such as: Organizing intra school quiz competitions, science fair, community outreach, teacher appreciation event etc.
- e. Provide an "ear" to the issues concerning the parent body at large and take it up with School management for satisfactory resolution.
- f. Solicit new ideas and suggestions from the parent body to help enhance the overall and all round education experience and work with AKSIPS 45, Chandigarh for review and implementation of the same.

- g. Build a sense of community at school through increased and sustained parental participation and involvement in school events.
- h. Foster a relationship between parents, teachers, school management and Board of Trustees.
- i. Rules and regulations/ roles and responsibilities will be constantly evolving and subject to review and changes based on the changing needs of children, parent and the teachers.
- j. Any changes in the rules and regulations must be first approved and the committee's meeting and thereafter at the a general body meeting provided that previous notice was given in writing and sent to all the members. Those present for the said meeting can approve of the said changes by a simple majority, subject to the Chairman's casting vote, in the event of any disagreement.
- k. As per the requirements, time and active participation are expected from members. It's important to attend meetings whenever it will be called.
- l. Note:-The members who wish to enroll themselves member should make it sure that they will actively take part in all the events and activities as and when required.

**LIST OF MEMBERS OF PTA  
PARENT TEACHER ASSOCIATION 2024-2025**

	<b>DESIGNATION</b>	<b>NAME OF THE MEMBER</b>	<b>SIGNATURE</b>
1.	Chairperson	Ms.Pamila Kaur (Principal)	
2.	Vice Chairperson	Ms. Mandeep Kaur (Parent)	
3.	Secretary	Ms. Deepti (Level Coordinator -Senior)	
4.	Joint Secretaries	Ms. Kamaljit Kaur (Parent representative)  Ms. Tarundeep (Teacher Representative)	
5.	Treasurer	Ms. Gurpreet Kaur (Head Accountant)	
6.	Members	List attached.	

Signature of the Principal: \_\_\_\_\_

**LIST OF PARENTS FOR PTA**

**SESSION 2024-25**

<b>S/N</b>	<b>PARENTS/ STUDENT NAME</b>	<b>CLASS SESSION 2024-25</b>	<b>ADDRESS</b>	<b>CONTACT NO.</b>	<b>SIGNATURE</b>
1.	Mr. Sidhant (Associate Director AKSIPS Group of Smart Schools)	-	AKSIPS 45 Smart School, Sector 45 A, Chandigarh.	9056404040	
2.	Ms. Purna Talwar M/o Aveer Sharma	Nursery	#631, Shivalik City, Sec-127,Kharar	9465649587	
3.	Ms. Pushpa Maurya Anshuman	LKG	#3196 Sec 45 D Chandigarh	9780722161	
4	Ms.Pooja Maurya M/o Lakshiv Maurya	UKG	#980-B, Small Flats, Dhanas, Chandigarh	7696341839	
5	Mr. Harish F/o Ayaan	I	#3732, Mouli Complex, Moulijagran, Chandigarh	9872628807	
6	Ms. Rupali M/o Nayra Chawla	II	#32, 5 <sup>th</sup> Floor Tower-B, Orbit Appartments VIP Road Zirakpur	9915884589	
7	Ms. Urvashi Sharma M/o Tanush	III	# 3191, Sec- 27D, Chandigarh	9872628807	

8	Mr.RAKESH GROVER F/o SIDDHI GROVER	IV	254 D, Block A, Sec-85, Canvas Wave Estate, Mohali	9431229991	
9	Mr. Amit Kumar F/o Ravish Kumar	V	#25, Phase-4, Saini Vihar, Baltana	8196965457	
10	Mr. Sunil Dutt F/o Jai Vardhan	VI	#922, Dashmesh Nagar, Nayagaon	8424968983	
11	Ms. Shaveta M/o Paras	VII	#12, Cherry Hills, Zirakpur	8872424321	
12	Ms. Ekta Rana M/o Sonakshi	VIII	#4011, Mouli Complex, Chandigarh	9501759271	
13	Mr. Gomati M/o Ditti Prajapat	IX	502, G.F., SEC 45, Chandigarh	9414956287	
14	Mr. Bajinder Panesar M/o Manraj Panesar	X	#3110, Sec 44D, Chandigarh	9915120305	
15	Ms.Geetu Nayyar M/o Simran	XI	#1427, Sec 44B, Chandigarh	9872611423	
16	Mr. Vishal Prabhakar F/o Ananaya Prabhakar	XII	#2116, Sec 45C Chandigarh	9501087300	





