

SYMBIOSIS OPEN EDUCATION SOCIETY

SYMBIOSIS VOCATIONAL JUNIOR COLLEGE

WORKING COMMITTEE MEMBERS FOR PTA (PARENTS TEACHERS ASSOCIATION)

2018-2019

- On 02nd August 2018 a notice was sent to the parents regarding the formation of PTA.

1. A Parents Teachers meeting was called on 04th August 2018

- The agenda points for the meetings were as follows
 - i) Formation of Parents Teachers Association
 - ii) Discussion of the roles & responsibilities of PTA



- With reference to the above mentioned meeting the following PTA was formed for the tenure of two years i.e. for the year 2018 to 2019.

Principal: Mrs Sivagami Bhasker

Vice President: Mr. Rajiv Jalori (Parent)

Secretary: Mrs. Nivedita Ghune (Teacher, Symbiosis Vocational Junior College)

Joint Secretary: i) Mrs. Apurva Avasthi (Teacher, Symbiosis Vocational Junior College)

ii) Mrs. Yogita Gade (Parent)

Members: i) Mrs. Swapnali Acharya (Teacher, Symbiosis Vocational Junior College)

ii) Ms. Namrata Bhatt (Teacher, Symbiosis Vocational Junior College)

iii) Mrs. Shital Malusare (Parent)

The PTA was held on 22nd September 2018.

- The minutes of the last meeting(held on 4th August2018) were read out to the members & the agenda points for the present meeting were as follows-
 - i) Discipline of students
 - ii) Formation of ministerial teams of students for planning of various curricular & extracurricular activities
 - iii) College timings, Proper uniform, Attendance & completion of classwork
 - iv) Planning of extra remedial classes to support the weak students.
 - v) Planning & organising various educational visits & lectures to promote the academic development of the students



2. The PTA was held on 24th November 2018.

- After the brief discussion over the minutes of previous meeting (held on 22nd September 2018) the following agenda points of the meeting were discussed:
 - i) The academic performance of the students & suggestions for improvement.
 - ii) Completion of syllabus
 - iii) Development of the healthy & risk free working environment between Parents & Teachers & to promote positive communication.



3. The PTA was held on 23rd February 2018.

- Previous meeting minutes (held on 24th November 2018) were read out for the approval of the parents.
- The agenda for the meeting was :
 - i) Fee structure for the Academic Year 2018-19
- Follow up: Parents accepted the Fee structure for the academic year 2018-19 because there were no change in the fee structure for the coming Academic year.

