



MAHATMA N.D. GROVER DAV PUBLIC SCHOOL
N.H-33, GOSAINDIH, BUNDU, RANCHI-835204
An English Medium Co-Educational School
Affiliated to CBSE +2 Level | Affiliation No. – 3430692

A meeting of Parents Teacher Association is scheduled on 16.04.2026. All the members are expected to be present in the meeting.

Date: 16.04.2026

Venue: School Library.

Time: 10:00 am.

Agenda for the meeting-

- **Functionaries of PTA**
- **Fee Committee Formation for 2026-27.**
- **Discussion on Fee Structure.**
- **Discussion on Uniform Change**
- **Discussion on Book List & Price.**

President

PTA



Secretary

PTA



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PTA MEETING

Date: 16.04.2026

Venue: School Library

Time: 10:00 am

MINUTES OF THE MEETING

S. NO.	AGENDA OF MEETING	RESOLUTION	REMARKS
1.	Functionaries of PTA	The functions of the PTA have been discussed, and all duties have been formally assigned.	
2.	Fees Committee Formation for session 2026-27	A new Fees Committee has been constituted, and all responsibilities have been outlined.	
3.	Discussion on Fee Structure	A brief discussion on the new fee structure was held. The new fee structure has been finalized after considering inputs and suggestions from parent representatives and all other members.	
4.	Discussion on Uniform Change	A discussion regarding the change in uniform was conducted, and a new uniform for the Pre-Primary Wing has been finalized. Rest of the uniform will remain unchanged.	
5.	Discussion on book list & Price	The book list for the academic session 2026-27 was discussed and subsequently finalized.	

President
PTA

Secretary
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PARENTS TEACHER ASSOCIATION (PTA)
Session 2026-27

CONSTITUTION & BYLAWS

Name of the Association

The name of the organization shall be **Parents Teacher Association (PTA)** of *Mahatma N.D. Grover DAV Public School*.

Objectives

The objectives of the PTA shall be:

- To promote cooperation and effective communication between parents and teachers.
- To support the academic, co-curricular, and holistic development of students.
- To provide a platform for discussing issues related to student welfare.
- To encourage parental involvement in school activities and initiatives.
- To assist the school in maintaining discipline and a positive learning environment.

Membership

- All parents/guardians of students enrolled in the school.
- All teaching staff of the school.

Nature of Membership

- Membership shall be automatic for parents and teachers during the academic session.

Structure of the PTA

The PTA shall consist of the following office bearers:

- **Chairperson** – Representative nominated by SMC
- **Secretary** – Principal (Ex-officio)
- **Teacher Representative**– Nominated by the Principal
- **Executive Members**- Parent Representatives

Selection / Election of Members

- Parent Representatives shall be selected/elected at the beginning of each academic year.
- Teacher Representatives shall be nominated by the Principal.
- Office bearers shall be appointed/approved by the Chairperson.

Tenure

- The tenure of all PTA members shall be **one academic year**.
- Members may be re-nominated or re-elected for subsequent terms.

Roles and Responsibilities

Secretary (Principal)

- To guide and supervise PTA activities.
- To preside over meetings.
- To approve decisions and resolutions.
- To organize meetings and maintain records.
- To prepare and circulate agendas and minutes.

Members

- To participate actively in meetings and discussions.
- To convey suggestions and concerns of parents/teachers.

Following members are nominated/elected for the Academic Year 2026-27:

S. No.	Name of the Member	Designation	Contact No.	Remarks
1.	Shri Ankit Jain	President	09665642696	Representative nominated by SMC
2.	Shri Deepak Kumar	Secretary	07903166423	Ex-Officio Member/ Principal
3.	Mrs. Renu Srivastava	Member	08405002051	Teachers Representative
4.	Mr. Prem Kumar Pramanik	Member	09835574672	Teachers Representative
5.	Mr. Jitendra Kr. Prajapati	Member	09006171091	Teachers Representative
6.	Mrs. Nilam Devi	Member	9279316314	Parents Representative
7.	Mrs. Renu Devi	Member	9709087574	Parents Representative
8.	Mr. Dileshwar Mahto	Member	09934176231	Parents Representative
9.	Mr. Laxmi Kumhar	Member	08709680035	Parents Representative
10.	Mrs. Rashmi Devi	Member	07292939800	Parents Representative
11.	Mr. Ashok Mahapatra	Member	09546589521	Parents Representative

Meetings

- General PTA meetings shall be held **at least twice every year**.
- Executive Committee meetings may be held as required.
- Emergency meetings may be called by the Chairperson.

Functions of PTA

- Facilitate communication between parents and school authorities.
- Provide constructive suggestions for improvement.
- Assist in organizing school programs and events.
- Promote student welfare, discipline, and attendance.

Code of Conduct

- Members shall maintain decorum and respect during meetings.
- Discussions shall remain constructive and focused on student welfare.
- No member shall use the PTA platform for personal or political purposes.

Amendment of Rules

- Any amendment to the constitution may be made with approval of the Chairperson and majority of executive members.


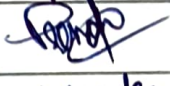

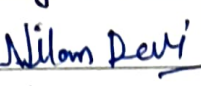
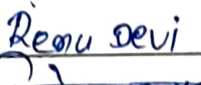
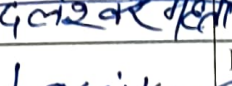
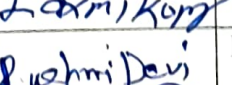
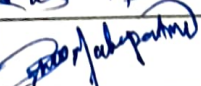

Dissolution


- The PTA may be dissolved or reconstituted by the School Management Committee if required.


Adoption

This Constitution & Bylaws shall come into effect from the date of approval by the School Management.

Signature of the Fees Committee Members:

S. No.	Name of the Member	Designation	Sign.	Remarks
1.	Mrs. Renu Srivastava	Member		Teachers Representative
2.	Mr. Prem Kumar Pramanik	Member		Teachers Representative
3.	Mr. Jitendra Kr. Prajapati	Member		Teachers Representative
4.	Mrs. Nilam Devi	Member		Parents Representative
5.	Mrs. Renu Devi	Member		Parents Representative
6.	Mr. Dileshwar Mahto	Member		Parents Representative
7.	Mr. Laxmi Kumhar	Member		Parents Representative
8.	Mrs. Rashmi Devi	Member		Parents Representative
9.	Mr. Ashok Mahapatra	Member		Parents Representative


President


Secretary

