

FORMAT I [see rule 4(2)]  
**Notice of the Meeting of Parent- Teacher Association**  
(School Name: - DAV MOIL PUBLIC SCHOOL)

No: DAVMOIL/Notice/2022-23/02  
DAV MOIL Public School  
Date: 26/08/2022

To,  
**Member of parent-Teacher Association**

Sub: Notice of the meeting of Parent-Teacher Association (PTA) –  
**Formation of PTA for the Academic Session 2022- 2023**

Sir / Madam,

With reference to the subject cited above, as per the provisions of the section 4(2) (f) of the Maharashtra Educational Institutions (Regulation of fee) Act, 2011 (Mah VII of 2014) and rule 4 (2) of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, the meeting of Parents-Teachers Association is scheduled on the dt . 10/09/2022 at:10:00 hrs. at Venue: DAV MOIL Public School.

Agenda of the meeting is enclosed herewith. You are requested to attend the meeting in time. As per the provisions of rule 4(4), of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016 the meeting will be conducted if at least ten parent of the members of the full complement of the PTA are present. If the attendance is less, the Chairperson shall adjourn the meeting for half an hour. If the quorum is still not fulfilled, the meeting will be cancelled and recalled after 15 days by following the process mentioned in the rules.

Yours faithfully,

  
Secretary

Parent-Teachers Association (PTA)  
DAV MOIL Public School

# DAV MOIL PUBLIC SCHOOL, SITASAONGI

## AGENDA FOR THE PARENT – TEACHER MEETING

SCHEDULED ON 10/09/2022

- Selection of Parent Representatives for each Standard for the formation of Parent – Teacher Association for the academic session 2022 – 2023.

**Election of Selection of Parent Representatives for each Standard for the formation of Parent Teacher Association for the academic session 2022-2023**

- ✓ The Parent representatives for each standard will be selected [ 1 Representative Per Standard]
- ✓ Parents are to note that only the parent [Mother or Father] of the existing student of DAV MOIL Public School will participate in the process of election of Parent Representative of the concern standard.
- ✓ Parent participating in the selection process will carry an Identity proof along with them to ensure the smooth conduction of the selection process and to maintain the sanctity and integrity of the entire endeavour.
- ✓ The selected Parent Representatives will be a member of the Parent Teacher Association's Executive Committee, headed by the Principal.
- ✓ The selected parent representatives will attend the PTA meetings conducted from time to time and contribute constructively to the growth and progress of students in a particular and school in totality.
- ✓ Parents interested will submit their nomination in the given format available in the school administrative office. The nominations can be submitted on or before **Saturday, 10/09/2022 till 9:30 a.m.**
- The election of parent representative will be followed by PTM with the respective Class Teachers from 11:15 a.m. to 12:00 Noon.

**The following will be discussed in the PTM :-**

- The performance of the students in the Periodic Test -1
- Distribution of Worksheets for the Assessment- 1 & Term-1
- Annual Academic Plan and revised curriculum plan & evaluation of Std. III to VII.
- Participation of students in Competitive Examinations.
- Revised curriculum and evaluation pattern for class IX and X as per the CBSE Circulars.
- Verification of Student Data of Class IX for CBSE Registration

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