

PARENT TEACHER ASSOCIATION

Venkateshwar International School

Sector – 10, Dwarka, New Delhi - 110075

Dated: 05/09/2016

CIRCULAR

Subject: Election of Executive Committee of the Parents Teachers Association for the years 2016-17 and 2017-18.

All the parents of the students studying in this school are members of the Parents Teachers Association and by virtue thereof are entitled to be members of the General Body of the Association.

The Executive Committee will comprise of 16 members, including 8 representatives of the parents. Parent members of the committee will be elected by the General Body of the Association. For this purpose, election of the Parent members of the Executive Committee will be held on **17th September, 2016** as per details given below.

- I. With the objective to provide fair representation to all sections of the parents, all the classes have been clubbed into 4 clusters as under:

Cluster No.	Classes	No. of parents members to be elected
1.	Pre-Primary, I and II	2
2.	III, IV and V	2
3.	VI, VII and VIII	2
4.	IX, X, XI and XII	2

- II. Rules for election to the Executive Committee of PTA

1. Only those Parents who have cleared all the school dues pertaining to the months of April to July, 2016 of the Session 2016-2017 including any other outstanding dues, are eligible for nomination for the election to the Executive Committee of PTA.
2. Only one parent – father or mother of a student will be eligible to cast vote.
3. During voting hours entry to the school compound will be restricted. The voter parents are required to bring with them this circular and proper identity card of their ward (Parent School ID Card).
4. Decision of the Returning Officers in regard to election process and the election results shall be final.

- III. Election schedule

Nomination – Nomination Forms for election to the Executive Committee can be collected from the School Reception from 6th to 8th Sept. upto 3:00pm.

1. Voting Schedule

Voting will take place on 17th September, 2016 as per schedule given below.

Cluster No.	Classes	Timings
1.	Pre-Primary, I and II	8:00 am to 10 am
2.	III, IV and V	
3.	VI, VII and VIII	11:00 am to 1:00 pm
4.	IX, X, XI and XII	

PARENT TEACHER ASSOCIATION
Venkateshwar International School

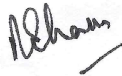
Sector – 10, Dwarka, New Delhi - 110075

2. **Counting of Votes:** Counting will be done on 17th September, 2016 from 1:30 pm onwards.

3. **Results :**

The results will be displayed on the school notice board and school website on 17th September, 2016 at 4:00 pm.

Detailed information on this subject has been displayed on the school notice board and website.



Dr. Manisha Sharma
Head of the School