

PARENT TEACHER ASSOCIATION

Venkateshwar International School

Sector - 10, Dwarka, New Delhi - 110075

Dated: 05/09/2016

NOTICE

Subject: Election of Executive Committee of the Parents Teachers Association for the year 2016-2017 and 2017-2018

Aims and objective of PTA:

1. To promote the welfare of the children at home, in school and in the community.
2. To bring about a better understanding between parents and teachers.
3. To create consciousness among parents and teachers about the welfare of the school children.
4. To advise parents and create consciousness among them about their responsibility towards the children.
5. To work for a harmonious relationship between school and community.

Functions of PTA:

1. To make parent-teacher consultation possible individually as well as in groups.
2. To arrange for parents to visit the school on appointment days and discuss the progress of the children.
3. To mobilize community resources for the welfare of the children.
4. To provide opportunities to teachers and parents to meet on equal footing and discuss problems of their children in order to ensure their welfare.
5. To increase co-operation and better understanding between parents and teachers.
6. To arrange for social get together and programs of recreation for parents and teachers.
7. To organize activities for the welfare of the children.

Election of the parent members of the Executive Committee of Parents Teacher Association will be held on 17th September, 2016 as per details given hereinafter.

1. 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.
2. 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.
3. With the objectives to provide fair representation to all sections of parents, 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

4. Rules for Election to be Executive Committee of PTA.
 - a. Only those Parents who have cleared all the school dues pertaining to the months of April to July, 2016 of the session 2016-17 including any other outstanding dues, are eligible for nomination for the election to the Executive Committee of PTA.
 - b. One parent-father or mother of a student, will be eligible to cast vote for a representative of a particular class cluster, in which his/her ward is studying.

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- c. During voting hours entry to be school compound will be restricted. The voter parents are required to bring with them Parent Copy of student Identity Card of their ward.
5. Returning Officers
- Sh. Shashi Kumar Mudgil
 - Sh. V. K. Sharma
6. Election Schedule
- a. Nomination :
- Nomination Forms for election to the Executive Committee can be had from the school reception by 6th to 8th September, 2016 upto 3:00 pm.
 - Nomination Forms, duly filled must be submitted at the school reception by 13th September 2016 upto 4pm.
 - Withdrawal of nominations may be done in writing by 14th September 2016 upto 3:00pm.
 - Scrutiny of nominations on 15th Sept, 2016 between 12:00noon to 3:00pm
 - The list of eligible candidates will be displayed on the school notice board and website on 15th September, 2016 at 4:00pm.

- b. Voting Schedule, if necessary, on 17th September, 2016

Voting will take place as per schedule given below.

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

- c. Counting of Votes: Counting will be done on 17th September, 2016 from 1:30pm onwards.
- d. Results: The results will be displayed on the school notice board and school website on 17th September, 2016


Dr. Manisha Sharma
Head of the School