

**Bunts Sangha's  
S M Shetty High School & Junior College**

**Minutes of the Meeting**

14 August, 2025

Time: 11.30 am to 1:30 pm

**Venue:** School Library

**Attended by:**

Ms. Reshma Rao- Chairperson  
Ms. Rutuja Raut- Joint Secretary  
Ms. Kumudni Rana - Secretary  
Members of the EC(PTA)  
Teachers Representatives Primary Section & Secondary Section

**Agenda:**

- Welcome & Introduction of the Committee Members
- Activities
- Achievements
- Upcoming Events
- Any other matter with the permission of the chair

**Welcome Address**

- The Chairperson, Ms. Reshma Rao welcomed all members and thanked them for attending the meeting despite the rain.

**Confirmation of Minutes of Meeting conducted on 22nd July**

- The Secretary, Ms. Kumudni Rana read and confirmed the minutes of the previous meeting.

**Appointment of New Vice Chairperson**

- Madam informed the members that the elected Vice Chairperson, Ms. Latha Korukonda, is unable to continue in the designated post owing to family commitments.
- Two alternatives were proposed for consideration: either through nomination or by selection through a lottery.

- The members unanimously nominated Mr. Rohit Bhalekar to serve as the new Vice Chairperson.

## Updates on Activities, Events, and Achievements

- The Chairperson presented a brief report on the activities, events, celebrations, and achievements in the past two months.
- The Secretary provided updates on the new initiatives in the Primary Section, including the introduction of club activities and TED Talks organized monthly.
- Mr. Kshitij Yelkar commended the TED Talks initiative.

## CBSE Affiliation Process

- Ms. Reshma Rao provided an update on the CBSE affiliation process:
  - Part A is completed.
  - A draft of the NOC has been received from the state government. Certificate will be received soon.
  - Part B and subsequent inspection are pending.
  - Fire Safety Certificate is under process.
  - The school is presently undertaking fire safety work, which is in progress.
  - There is a possibility that classes may be conducted online for a few days following the Ganpati holidays.
  - A two-day training programme on Leadership for the Heads has already been conducted, and training sessions for the teachers will be organized shortly.
  - Before the commencement of the next academic year, all teachers will be fully trained as per CBSE requirements.
  - It was informed that a consultant is being appointed to ensure the smooth functioning of the CBSE affiliation process and to provide regular updates

## Queries from Members

- A member inquired whether the new academic session would begin in the month of April or continue to follow the existing pattern of vacation.

- Madam clarified the concern raised by stating that the school will continue with the existing reopening schedule. In case of any changes, parents will be informed in advance.
- It was informed to the members that the revised fee structure for the next academic year will be presented in the next EC(PTA) meeting. Hence, it is important for all members of the Executive Committee (PTA) to remain present.
- COO, Dr. Sandeep Singh and Shri Nishit Shetty from management will also be present for that meeting.
- A member inquired about the parents who may not wish to continue with the CBSE curriculum. Ms. Reshma Rao responded that the majority of the feedback received has been favorable towards CBSE.
- Mr. Santosh Mane inquired about the procedure for fee approval. The Chairperson explained that the proposed fee structure would first be shared with the Executive Committee (PTA), and its approval would be asked prior to finalization.

### **Resolving the complaints/concerns**

#### **Primary Section: Handwash in the Rest Room:**

In order to prevent misuse, handwash dispensers have been installed outside the restrooms.

#### **Bag Weight:**

The Secretary highlighted that students often carry multiple unnecessary items, thereby making their school bags heavy. To address this concern, weekly bag checks by teachers have been initiated. Parents are also requested to supervise the packing of bags and to refrain from purchasing heavy backpacks.

#### **Magazine Subscription:**

The overall response has been low. Parents are encouraged to subscribe and adhere to the circular timelines for any kind of online payment, as reopening the portal repeatedly results as a time-consuming process.

### **Secondary Section:**

#### **• English Notes:**

The Coordinator of Secondary Section, Mr. Ashwin Jadhav explained that

English, being a language rather than a subject, does not require notes to be memorized.

- **Exam Pattern:**

It was suggested to avoid including NIE (Newspaper in Education) questions in exams as they tend to lower students' marks.

- **Board Exams:**

A concern was raised about the board center, asking if it could be changed. Mr. Ashwin Jadhav responded that it is the board's procedure, and we have to follow it.

- **Inappropriate size of the furniture:**

The benches are small and uncomfortable. Mr. Ashwin assured that we will take care of the same.

- **Heavy Drawing Books:**

Mr. Ashwin replied that he would look into the matter.

- **Abusive Language by students of Std. X:**

It was informed that the students of Std. X used abusive language when they were made seated with the students of Std. IX. It was assured by the Co ordinator that appropriate attention would be given to the matter.

### **Safety and Security Committees**

- Ms. Reshma Rao informed that the school has several government-mandated committees which require parent representation.
- Ms. Rutuja Raut- Joint Secretary, read out the names of the committees and introduced the members:
  - Vishakha Committee
  - Sakhi Savitri Committee
  - Child Safety Committee

## Appreciation

- The members appreciated the recent live Youtube telecast of the Investiture Ceremony.

The meeting concluded with a vote of thanks by Ms. Kumudni Rana.



Ms. Reshma Rao  
Chairperson



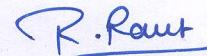
Mr. Rohit Bhalekar  
Vice-Chairperson



Ms. Kumudni Rana  
Secretary



Mr. Kshitij Yelkar  
Joint Secretary



Ms. Rutuja Raut  
Joint Secretary