

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF  
 PARENT-TEACHERS ASSOCIATION(PTA) NO. 03/2022-2023  
 HELD ON 13<sup>th</sup> January, 2023

A Meeting of the Executive Committee of Parent-Teachers Association (PTA) of All India Shri Shivaji Memorial Society's Shri Shivaji Preparatory Military Day School & Junior College, Kennedy Road, Near R.T.O., Pune-411001 was held at 11.00 a.m., on Friday, 13<sup>th</sup> January, 2023 in the VIII C Classroom (Second Floor) of the said School to review and take necessary decisions on the agenda bearing no. SDS/754, dated 05/01/2023, when the following were present:-

- |   |                    |
|---|--------------------|
| 1. Ms. Shivaji Jagtap                           | : Chairperson      |
| (Principal of the School)                       |                    |
| 2. Mr. Santosh Jain (Malu)                      | : Vice Chairperson |
| Parent (Std. VIII B)                            |                    |
| 3. Mrs. Vaishali Rao                            | : Secretary        |
| (Supervisor of the School)                      |                    |
| 4. Ms. Uma Salunke                              | : Joint Secretary  |
| Assistant Teacher (Std. XII B)                  |                    |
| 5. Mr. Balasahab B. Abhang                      | : Joint Secretary  |
| Parent (Std. XII B.)                            |                    |
| 6. Mr. Dhaval Jitkar                            | : Member           |
| (Representative of School Management)           |                    |
| Member, All India Shri Shivaji Memorial Society |                    |
| 55-56, Shivajinagar, Pune-411005                |                    |
| 7. Ms. Priyanka Bhubal                          | : Member           |
| Parent (Std. V)                                 |                    |
| 8. Ms. Suchitra Sunny                           | : Member           |
| [Assistant Teacher                              |                    |
| Std V Class Teacher]                            |                    |
| 9. Ms. Arati Jadhav                             | : Member           |
| Parent (Std VI)                                 |                    |
| 10. Ms. Renuka Khatmode                         | : Member           |
| [Assistant Teacher                              |                    |
| Std VI Class Teacher]                           |                    |
| 11. Ms. Rohini P. Danane                        | : Member           |
| Parent (Std VII)                                |                    |
| 12. Mr. Dimesh Bichitkar                        | : Member           |
| [Assistant Teacher                              |                    |
| Std VII Class Teacher]                          |                    |

(Mrs. Shivaji Jagtap)  
 Chairperson, Executive Committee of  
 Parent-Teachers Association & Principal Parent-Teachers Association & Teacher (Supervisor)  
 (Mrs. Vaishali Rao)  
 Secretary, Executive Committee of  
 AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College, Pune-1.

(Mrs. Vaishali Rao)  
 Secretary, Executive Committee of  
 Parent-Teachers Association & Principal Preparatory Military Day School & Jr College, Pune-1.  
 (Ms. Shivalli Jagtap)  
 Chairperson, Executive Committee of  
 AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College, Pune-1.

*A Rao*

*Shivalli Jagtap*

the Chairperson.

After formation of the quorum, the Secretary, Mrs. Vaishali Rao, requested the Chairperson of the Executive Committee to conduct the meeting. Then the meeting was conducted under Ms. Shivalli Jagtap,

- 13. Ms. Vasimashalkh Parent (Std VIII) : Member
- 14. Ms. RupaliRaut Assistant Teacher : Member
- 15. Mr. Sandeep Agarwal Parent (Std IX) : Member
- 16. Ms. Dhanshree Bansode Assistant Teacher : Member
- 17. Mr. Hemant Patre Parent (Std X) : Member
- 18. Ms. Vaishali Pophale Assistant Teacher : Member
- 19. Ms. Sarika Pandit Parent (Std XII) : Member
- 20. Ms. Shruti S. Jadhav Parent (Std XII) : Member
- 21. Ms. Chandrakala C Sonar Parent (Std XII) : Member
- 22. Ms. Bindu Deepak Assistant Teacher : Member
- Std. XII Class Teacher ]

The following decisions were taken in the meeting:-  
**SUBJECT NO. 07** To confirm the minutes of the meeting held on 14<sup>th</sup> October, 2022.

**RESOLUTION NO.-07**

The minutes of the meeting held on 14<sup>th</sup> October, 2022 were read and confirmed.  
 Proposed by: Ms. Jagtap Shivali  
 Seconded by: Ms. Vasima Shaikh  
**SUBJECT NO. 08** To review the fulfillment of resolutions passed in the meeting held on 14<sup>th</sup> October, 2022.

**RESOLUTION NO. 08:-**

The fulfillment of Resolutions passed in the Meeting held on 14<sup>th</sup> October, 2022 were read and noted.  
 Proposed by : Ms. Jagtap Shivali  
 Seconded by: Mr. Hemant Patre  
**SUBJECT NO. 09**

respect.

To know about the fee hike proposal of Secondary and Higher Secondary Sections of the School and Junior College for the Academic Years 2023-2024 & 2024-2025 and take decision in this respect.  
**RESOLUTION NO. 09:-**  
 Ms. Shivaji Jagtap, Chairperson of the Executive Committee, informed the Committee in detail about the annual expenditure of the Secondary and Higher Secondary School. She further informed the Committee that the School is unaided and the fee hike, as detailed below, is required to conduct various School activities, salary of teaching and non teaching staff, repairs and maintenance, purchase of equipments and meet the School expenses from the Academic Years 2023-2024 and 2024-2025. After deliberate discussions, the Executive Committee unanimously approved the following fee hike for the Academic Years 2023-2024 and 2024-2025:-

Sections of the School	Existing Fee p.a.	Fee Hike p.a.	Fee after Fee Hike p.a.
Secondary	Rs.23,500/-	Rs.3,500/-	Rs.27,000/-
Higher Secondary			
XI Commerce	Rs.20,150/-	Rs.3,000/-	Rs.23,150/-
XI Science	Rs.20,150/-	Rs.3,000/-	Rs.23,150/-
XII Commerce	Rs.19,750/-	Rs.2,950/-	Rs.22,700/-
XII Science	Rs.20,200/-	Rs.3,000/-	Rs.23,200/-
Information Technology	Rs.5,000/-	Rs.1,000/-	Rs.6,000/-

Proposed by: Ms. Jagtap Shivali

Seconded by: Mr. Santosh Jain (Malu)

The Resolution was passed unanimously.

(Ms. Shivaji Jagtap)

(Mrs. Vaisali Rao)

Chairperson, Executive Committee of  
 Parent-Teachers Association & Principal Preparatory Military Day School & Jr College, Pune-1.  
 Secretary, Executive Committee of  
 AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College, Pune-1.

To discuss regarding fee defaulters and take decision.

Subject No: 10

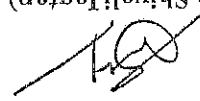
**RESOLUTION No. 10:-**

Mrs. Shivali Jagtap, Chairperson, informed in the meeting that in spite of regular follow-up the students, as detailed at Appendix 'A' (Page Nos. 1) to these Minutes, had not deposited their fees for the A.Y. 2019-2020, 2020-2021, 2021-2022 and 2022-2023. It was further informed in the meeting that Parents failed to clear the School fees in time though time concession and fee concession was given to them and that they did not respond to telephonic calls or letters sent by the school authorities about depositing the fees by them. Also, the information about Std V to Std X fee defaulters was given in the meeting. After deliberate discussion, the parent representatives (Members) were asked to pursue the matter with the fee defaulters. The parent representatives (Members) were further asked to tell the fee defaulters to pay the fees at the earliest and cooperate with the School. Parent representatives (Members) insisted that School be strict and take action against fee defaulters as per rules.

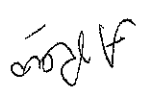
**Proposed by: Mrs. Jagtap Shivali**  
**Seconded by: Mr. Santosh Jain (Main)**

On conclusion of the Subjects on the Agenda, the Meeting was concluded with a vote of thanks by Mrs. Vaishali Rao, Secretary of the Executive Committee.

(Mrs. Shivali Jagtap)



(Mrs. Vaishali Rao)



Chairperson, Executive Committee of  
Parent-Teachers Association & Principal Parent-Teachers Association (Supervisor)  
Secretary, Executive Committee of  
AISSM Society's Shri Shivalaji Preparatory Military Day School & Jr College, Pune-1.

Appendix 'A'  
to the minutes of the Executive Committee Meeting of  
Parent-Teachers Association No.3/ 2022 - 2023 held  
on 13/01/2023  
(Resolution No.10)

**Details of Fees not Deposited by the Students**

**Secondary Section**

Sr No	Year	Fees Pending
01	2019-2020	Rs.3,93,500.00
02	2020-2021	Rs.14,36,666.00
03	2021-2022	Rs.31,39,257.00
04	2022-2023	Rs.72,30,269.00
Total		Rs.1,21,99,692.00

**Higher Secondary Section**

Sr No	Year	Fees Pending
01	2019-2020	--
02	2020-2021	Rs.45,400.00
03	2021-2022	Rs.23,037.00
04	2022-2023	Rs.1,72,350.00
		Rs.2,40,787.00

(Mrs. Shivali Jagtap)  
Chairperson, Executive Committee of  
Parent-Teachers Association & Principal Parent-Teachers Association & Teacher (Supervisor)  
AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College, Pune-1.

(Mrs. Vaishali Rao)  
Secretary, Executive Committee of

(Ms. Shivaji Suresh Jagtap)  
Chairperson Executive Committee of Parent-Teachers Association &  
Principal AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College,  
Pune-1



from them and follow up is being made.

4. Letters were sent to the concerned Parents for recovery of fees arrears

passed in the meeting the fee hike will be effected.

Executive Committee Meeting was noted by us. As per the resolution

the School from the A.Y. 2023-2024 and 2024-2025 approved by the

3. The fee hike in respect of Secondary and Higher Secondary sections of

us.

October, 2022 were read and noted in the meeting, which was noted by

2. The fulfillment of the resolutions passed in the Meeting held on 14<sup>th</sup>

confirmed, which was noted by us.

1. The Minutes of the meeting held on 14<sup>th</sup> October, 2022 were read and

**FULFILLMENT OF THE EXECUTIVE COMMITTEE**  
**MEETING OF PARENT-TEACHERS ASSOCIATION NO.3/2022-23,**  
**HELD ON 13<sup>th</sup> January, 2023.**

ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S  
Shri Shivaji Preparatory Military Day School & Junior College  
Kennedy Road, Near R.T.O Pune- 411 001. PHONE NO: 020-26058938, E-MAIL:  
sspm\_dayschool@yahoo.com



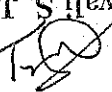
AGENDA FOR THE EXECUTIVE COMMITTEE MEETING OF PARENT-TEACHERS

ASSOCIATION(P.T.A.) NO. 03/2022-2023

Date: 05/01/2023

No: SDS/454

A meeting of the Executive Committee of the Parent-Teachers Association (P.T.A.) of the All India Shri Shivaji Memorial Society's Shri Shivaji Preparatory Military Day School & Junior College, Kennedy Road, Pune-411 001, will be held at 11.00 a.m. on Friday, 13<sup>th</sup> January, 2023 in the VIII C Classroom of the said School to review and take necessary decisions on the undermentioned subjects. The Executive Committee members are requested to attend the said meeting.

(Ms. Shivaji S. Jagtap)   
Chairperson, Executive Committee of  
Parent-Teachers Association & Principal

Secretary, Executive Committee of  
Parent-Teachers Association & Supervisor  
AISSM Society's Shri Shivaji Preparatory Military Day School & Jr College, Pune-1

AGENDA

Subject No: 07

To confirm the minutes of the meeting held on 14<sup>th</sup> October, 2022.

Subject No.08

To review the fulfillment of resolutions passed in the meeting held on 14<sup>th</sup> October, 2022.

Subject No: 09

To know about the fee hike proposal of Secondary and Higher Secondary Sections of the School and Junior College for the Academic Years 2023-2024 & 2024-2025 and take decision in this respect.

Subject No: 10

To discuss regarding fee defaulters and take decision.

REVIEW ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

Attendance Sheet of Executive Committee Meeting No.3/2022-2023 of Parent-Teachers Association 2022-2023, dated: 18th January, 2023 at 11.00 a.m.

Designation	Class	Name of the Representative	Contact No	Category	Parent/Teacher Representative	Signature
Chairperson		Ms. Shivaji Jagtap	02026058938	Open	Principal	
Vice Chairperson		Mr. Santosh Jain (Malu)	8087067209	OBC	Parent Representative	
Secretary		Mrs. Vaishali Rao	9850926296	Open	Supervisor	
Joint Secretary		Mrs. Uma Salunke	02026058938	Open	Teacher	
Joint Secretary		Mr. Balasahab B. Abhang	9422569261	OBC	Parent Representative	
Member		Mr. Dhaval Jitkar	02026058938	-	Management Representative	
Member	V	Mrs. Suchitra Sunny	02026058938	Open	Teacher Representative	
Member		Mrs. Priyanka Bhujabal	9604366008	OBC	Parent Representative	
Member	VI	Mrs. Renuka Khatmode	02026058938	Open	Teacher Representative	
Member		Mrs. Arati Jadhav	9767524777	NT	Parent Representative	
Member	VII	Mr. Dinesh Bichitkar	02026058938	Open	Teacher Representative	
Member		Ms. Rohini P. Danane	8483886932	Sc	Parent Representative	
Member	VIII	Mrs. Rupali Raut	02026058938	Open	Teacher Representative	
Member		Ms. Vasima Shaikh	9881799106	SBC	Parent Representative	
Member	IX	Ms. Dhanshree Bansode	02026058938	SC	Teacher Representative	
Member		Mr. Sandeep Agarwal	9370133220	Open	Parent Representative	
Member	X	Mrs. Vaishali Pophale	02026058938	Open	Teacher Representative	
Member		Mr. Hemant Patre	9822750473	Open	Parent Representative	
Member	XI	Mrs. Sarika Pandit	02026058938	OBC	Teacher Representative	
Member					Parent Representative	
Member					Parent Representative	
Member	XII	Mrs. Bindu Deepak	02026058938	Open	Teacher Representative	
Member		Mrs. Shruti S. Jadhav	9545645017	Open	Parent Representative	
Member		Ms. Chandrakala C. Sonar	7757900903	OBC	Parent Representative	