**22.1 Parent Teachers’ Association (PTA)**

Parents, teachers and the people interested in the welfare of children sincerely believe that only through united efforts; a confidence can be created in home, school and community which will be conducive to the creation of better and more responsible citizens for the nation.

**An accepted motto is:**

*“Better homes, better schools and better community for better citizens”*

* *As per the direction of Department of Education, a meeting of PTA executive is to be held every month.*
* A record of performance and the advice given by the teachers is to be discussed with parents.
* Parents’ complaints should seriously be discussed for a possible remedy.
* Compulsory should be the attendance of parents.
* Regular monthly PTA meetings to show the progress of their kids. Parents may have casual attitude in the beginning; persistent counseling is required to change their attitude.
* Regular counseling sessions for parents to apprise them for their parental duties. Advise the parents for a constant vigil at the performance of their wards in the PTM for their uplifting.

**Poor students**

* Identify the poor performers in every class. Parents of such students should mandatorily be involved for a desired improvement.
* A report compiled by Class-teacher with his/her comments regarding poor academic performance should also be discussed in the meeting in order to evolve a comprehensive plan for improvement.
* Those students who secure 80-90% and more marks may be the potential leaders in their choice of fields, they are required to be watched regularly and steps should be taken for their further improvement.

**Constitution of PTA**

**Name of the school PTA--------------------------------------**

**Aims and objectives**

* To develop a close and harmonious relation and co-operation among the parents and teachers.
* To help parents and teachers to motivate students for smooth and persistent academic atmosphere.
* To encourage creative involvement of parents and teachers in order to help the students to build their all round personality.
* To give the parents a confidence that their complaints or suggestions are properly listened and redressed.
* Try to encourage the young ones for better values and distinguishing features that will help them to meet the demands and problems of the community.
* To apprise the parents to the fact that the school though work on a tacit assumption that every individual student wants to attain status, but those who work hardest on their own behalf are the most likely individuals who may achieve this goal.
* To advise parents as well as the teachers to be vigilant towards the performance of individual student and make it sure that the future of kids may not be ruined by negligence and ignorance.
* To help teachers acquire the latest skill for an efficient and better pedagogies.

**Functions**

* To arrange frequent meetings where parent-teacher consultations are possible in a group as well as individually.
* To prepare programs that can increase co-operation between the school and the community.
* To arrange for social get together and programs of recreation for teachers and parents.
* To make it sure that parents visit the school on appointment days and discuss the progress of their children.
* To mobilize community resources for the welfare of children.
* Try to implement/adopt moral boosting measures for young ones.
* To provide opportunities to parents and teachers to meet on equal footings and discuss problems of students in order to ensure their all round progress.
* To organize activities for the welfare of children.
* Try to encourage the young ones for better values and distinguishing features that will help them to meet the demands and problems of the community.
* To arrange personality development programs at least once a year in addition of personality development activities taking place all through the year.

**Policy**

* This will purely be a non-commercial, non-sectarian, non- political association.
* It will not seek any interference directly or indirectly in the administrative policies of the school.
* Its function will be purely advisable.

**PTA shall comprise of two bodies**

1. Genera body

2. Executive Committee.

**1. General body**

* The Principal and the teachers shall be the ex-officio members.
* All the parents of students who are studying in the school shall be enrolled as the member of General body.

**2. Executive Committee**

*The Executive Committee shall consist of the following.*

(a) Office bearer

(b) Nominated members.

(c) Guest members.

**(a) Office bearers**

* **Chairperson:** Principal (ex-officio)
* **Vice-chairperson:** 2 (one each from among the parents and the teachers).
* **Honorary Secretary:** 1. Nominated from among the parents.
* **Honorary Joint Secretary:** 2 (one each from among the parents and the teachers).
* **Honorary Treasurer:** nominated from among the teachers.
* One of the Vice-chairpersons shall preside over the meetings of association in absence of the chairperson.
* Honorary Secretary shall be responsible for all correspondence on behalf of the association.
* Honorary Joint-Secretary shall help honorary Secretary.
* Honorary Treasurer, Honorary Secretary shall maintain the minutes and all the records of association including income and expenditure.
* One of the elected members is nominated to the Managing Committee of the Public School.

**Fee**: All the members of the general body will pay a nominal fee, as decided by the management of the school.

**(b) Nominated members**

* Members shall be nominated in the meeting especially convened for the purpose.
* There shall be 12 (or as decided by the management of the school.) numbers of parents nominated in PTA.

**(c) Guest members**

* Any one or both Manager and secretary shall be the guest member(s) of association.

**Duration**

* Duration of PTA Executive shall be 2 years.

**Meetings**

* Honorary Secretary (in consultation with the President) shall convene the meetings.
* PTA Executive meetings will be held regularly in order to discuss the compelling matters of academics (or any other important matter).
* General Body meetings shall be called at least once a year.

**Quorum**

* Quorum of the Executive Committee shall be one third of the existing members.
* Quorum for the GBM shall be 1/5th of the total no. of parents.

**Funds**

* All the funds of the association will be deposited in the bank in the name of association and the account will be operated by any two of the following,
* 1. Honorary President,
* 2. Honorary Secretary,
* 3. Honorary Treasurer.

**Utilization of funds:**

* All the funds will be utilized for the purpose of association.
* Sanction of Executive Committee is mandatory for all expenditures.
* President is empowered to spend Rs. ---- and Secretary up to Rs. ---- without prior sanction from the Executive Committee.
* Accounts will be audited annually by the school’s auditor.
* Try to adopt moral boosting measures for young ones and encourage them for better values and distinguishing features.