



HINDUSTAN INTERNATIONAL SCHOOL - PADUR

(A Unit Of Hindustan Group Of Institutions)

MINUTES OF THE 1ST EXECUTIVE COMMITTEE OF PARENT TEACHER ASSOCIATION (EPTA) MEETING 2020-2021

Day and Date : 20 March 2020, Thursday

Time : 10:30 am to 12:00 noon

Virtual Meeting over My School One

Members Present:

Mrs Susan George	Principal (Chairperson)
R. Vasantha Ganesh	Parent Representative -Grade 1
Harish Chandra Pathak	Parent Representative -Grade 2
Hari Haran M.S.	Parent Representative -Grade 3
Dr.P.Thuvaragah	Parent Representative- Grade 4
Divya Muthukumaran	Parent Representative- Grade 5
A.V.Ramesh	Parent Representative- Grade 6
L. Bala Sundar Rajan	Parent Representative- Grade 7
Jayachitra Subramaniam	Parent Representative-Grade 8

R. Malathy	Parent Representative-Grade 9
Sonu Joseph	Parent Representative-Grade 10
Ms. Leelavathy	Teacher Representative- Grade 1
Ms. Sharmila	Teacher Representative- Grade 2
Ms. Jananee	Teacher Representative- Grade 3
Ms. Liji Thomas	Teacher Representative- Grade 4
Ms. Pricila	Teacher Representative- Grade 5
Ms. Selvi	Teacher Representative- Grade 6
Ms. Sumi Gope	Teacher Representative- Grade 7
Ms. Kayalvizhi	Teacher Representative- Grade 8
Ms. Kamala	Teacher Representative- Grade 9
Ms Kavitha	Teacher Representative- Grade 10

Special Invitee: Mr Johnson Mathew (Dean-Academics)

Welcoming Members:

Mrs. Susan George, Principal extended a warm welcome to all the members of the Executive Committee of the PTA of Hindustan International School for the academic year 20202021. Principal noted that the requisite quorum for the meeting was present and called the meeting to order. The Principal then tabled the Agenda as circulated along

with the Notice of the meeting to all the members. The meeting unanimously adopted the Agenda for the First Executive Committee Meeting of the PTA.

Agenda:

- a) The meeting commenced with the self-introduction by the Parent and Teacher Representatives of the Executive Committee
- b) Constitution of the Executive Committee
- c) Adoption of Bye-laws of the PTA of HIS
- d) Impact of COVID-19 pandemic on the school schedule
- e) Preparedness of school for post lockdown reopening-safety, hygiene, medical partnership
- f) Vote of Thanks

1. Introduction of the members of the Executive Committee:

The meeting commenced with the introduction of all parent and teacher representatives.

2. Constitution of the Executive Committee:

The Principal informed the meeting that the Executive Committee would be headed by the 'Principal' who is the Chairperson of the EPTA by default. She then called the parents to nominate the Vice - Chairperson and one Joint Secretary from the Parent Representatives. The meeting unanimously nominated the following as the office bearers of the EPTA for AY 2020-21

Ms Sonu Joseph was elected as the Vice Chairperson of the EPTA for the year 2020-21.

Mr Bala Sundarajan was appointed as the EPTA Secretary.

Ms. Kayalvizhi from the Teacher Representatives was appointed as the Joint Secretary.

Ms. Malathy from the Parent Representatives was appointed as the Joint Secretary

3. Adoption of Bye-laws of the PTA of HIS Padur:

A show of hands confirmed the adoption of Bye-laws of the PTA that was being read out.

4. Impact of COVID-19 pandemic on the School schedule:

Current status of online classes – The Chairperson informed the meeting that the Academic Session Week 1 began from 30th March 2020, with warm up worksheets sent

to all learners from Grades 1 to 9 which continued till Week 3. Once all the learners, coming from different schools, were well acquainted to the teaching-learning methods of the school from Week 4 (April 24th onwards), the school started with live interactive sessions in partnership with Microsoft Teams Platform. Daily sessions covering scholastic and co scholastic aspects were scheduled and successfully implemented. The Principal informed that the online sessions at Hindustan International School were as per the State Government directives and the Ministry of HRD guidelines for all grades across 1 to 9.

5. Preparedness of school for post lockdown reopening-safety, hygiene, medical partnership:

The Principal shared the plan for reopening based on government guidelines as and when the directives are given. The infrastructural and academic preparedness was shared with all members of the EPTA. A sample blended teaching learning schedule was shared with all the committee members. The chairperson also shared the additional cost being borne by the school for the sanitization, cleanliness, temperature checks and oximeters. The Chairperson noted that the agenda items were covered and welcomed other points for discussion. The parent members put forth the following :- Mr. Bala Sundar Rajan inquired about the frequency of the EPTA meetings. The Principal informed that as per the Act, the EPTA will have quarterly meetings. Ms Sonu Joseph and other parent representatives appreciated the effort towards maintaining all the safety aspects and ensuring hygiene and safety methods the school plans to incorporate during the reopening. The parent representatives appreciated the effort put in by all educators to shift from real classrooms to a virtual classroom model. The Principal humbly accepted the appreciation and credited PICT as a team to successfully conduct online classes. Parent representative requested for an online PTM. The Principal informed that the school is working out the schedule and will share the details shortly. Mr. Bala Sundar Rajan inquired if there is any government regulation sent out regarding the syllabus that needs to be completed for this academic year. The Principal informed that for Grades 1 to 10, vertical progression of concepts and learning objectives are kept in mind while mapping the syllabus. All educators take a microscopic look at the content to ensure maximum conceptual understanding and better learning.

For Grade 10, syllabus is implemented as per the current CBSE guidelines and curriculum specifications.

6. Vote of Thanks:

There being no other business, the meeting ended with the Chairperson thanking the members warmly for their participation and presence in the meeting. She extended a warm thank you to the special invitee Mr Johnson Mathew