



April 04,2024

Circular No: GBM-01/2024-2025

Subject: Formation of the PTA Executive Committee (PTAEC)
for academic year 2024-2025

Dear Parents,

This is to inform you about the nomination of the PTA Executive Committee for the academic year 2024-2025 to be held on 20/04/2024, Saturday 4:00 pm . The criteria and instruction for the same are given below.

1. Eligible parents can submit their nomination form online in the prescribed proforma using the following link. <https://forms.gle/Ke4byXDocR2imQxQ6>
2. Parents who were members of Parent Teacher Association Executive Committee for academic year 2022-2023,2023-2024 are not eligible for the nomination.
3. Parents of bonafide students are eligible for the nomination of parent representative of the PTA Executive Committee for the grade in which their ward is studying by duly filling in the nomination form.(For Example, if your ward is studying in Grade III, you are eligible to nominate yourself for Grade III only.)
4. Only one nomination form should be filled by either of the parent (father or mother) irrespective of the number of their wards studying in the school.
5. Out of total parent representatives of Parent Teacher Association Executive Committee 50% of the members must be women, one member from ST/OBC category and other members from General category.
6. The selection of parent representatives of PTA Executive Committee will be done through lottery/draw of the nominations received if more than one nomination is received for each grade.
7. Nomination form link is available on school website, which must be duly filled and submitted online along with identification document (Aadhar/PAN card) and caste certificate if filled for reserved category, on or before due date.
8. Incomplete nomination forms or the forms with errors will be rejected. In case a parent has submitted more than one nomination form, it shall be liable to be rejected.
9. Parents filled nomination but absent on 20/04/2024 will not be selected.
10. Date schedule for election to PTA Executive committee will be as follows:
 - Nomination opens on school website: 5/04/2024
 - Last date for nomination/withdrawal submission:19/04/2024
 - Draw of lots: 20 / 04 / 2024
 - Declaration of result: : 20 / 04 / 2024

Regards,


Principal

