

SHAHEED MEMORIAL VIDYA KENDRA

PARENTS TEACHER ASSOCIATION

1. OBJECTIVES

- To contribute for all-round development of SHAHEED MEMORIAL VIDYA KENDRA.
- To promote trust and co-operation between parents and teachers of the school.
- To protect rights and interests of the students of the school.
- To preserve the status of teachers in the school and society.
- To help parents and teachers to adapt themselves to the changing concepts of parenting and teaching.
- To assist other under privileged children in the society for having education and better childhood.

2. POLICY:

- The Association shall be purely educational and free from any political, religious or sectarian consideration.
- The Association shall offer suggestions in areas pertaining to administrative matters and day-to-day functioning of the school, but in no way interfere in the decisions.
- The Association shall not work in any manner which may be prejudicial to the interests of SHAHEED MEMORIAL VIDYA KENDRA and the members of the Association.

3. MEMBERSHIP

- Both parents and teacher are eligible for membership of the Association. However, authorized representatives of parents can act as guardian of students.
- If a child does not have any living parent, then the guardian as per provision of law under The Constitution of India shall be eligible to be a member of the Association.
- All teachers shall be associate members of the Association. However, if their ward(s) is / are student(s) of the school, they may opt to be bonafide member by paying the membership fees as applicable at the time of applying for membership.
- The Association shall maintain a Register of Members with all such particulars as may be deemed necessary. The Treasurer shall be responsible for maintaining the register.

4. RULES OF MEMBERSHIP

Admission: All parents are eligible to be bonafide members of the Association by paying a subscription of ` 100/- (Rupees One Hundred only) or as applicable at the time of applying for membership.

1. Rights, Duties and Privileges: A Member shall enjoy all the rights and privileges as laid down herein:

- All bonafide members shall enjoy the right to vote whenever there is an election to the Executive Committee or there is voting to decide any matter pertaining to the Association. However, only one parent (either father or mother as decided by the couple) shall be eligible to vote.
- Every Parent Member shall have the right to get himself / herself elected to the Executive Committee for the positions as mentioned in *Section 13*. However, either the father or the mother shall occupy a position within the stipulated term.
- Every Teacher Member shall have the right to get himself / herself elected to the Executive Committee for the positions as mentioned in *Section 13*.
- **Subscription:** Every bonafide member shall pay an annual subscription of ` 100/- (Rupees One Hundred only). The annual subscription shall have to be paid to the Treasurer of the Association latest by the 31st day of July of the corresponding academic year of the school.
- Besides the subscription fees as mentioned in above clause, the Executive Committee shall have the right to levy any special subscription or contribution not exceeding ` 50/- (Rupees Fifty only). Any higher levy, however have to be ratified by the General Body of the Association.

2. Cessation of Membership: Membership shall cease on resignation, expulsion, death or removal of name from the Register of Members.

3. Member who fails to pay the subscription fees within the stipulated date without assigning adequate reasons shall be liable to have the name removed from the Register of Members. For non-payment of subscription the Executive Committee shall have the authority to remove the name of the Parent Member by a simple majority.

4. On cessation of Membership, all rights, privileges and benefits available to the Members shall be forthwith discontinued.

3. FINANCIAL YEAR

The financial year of the Association will be from 1st April of the preceding year to 31st March of the succeeding year.

4. FUND

The fund will be generated through the subscription of the Members.

- a. The fund shall be maintained in a Bank Account in the name of SHAHEED MEMORIAL VIDYA KENDRA. The President, Secretary and Treasurer shall be the authorized signatories of this bank account. The account shall be operated jointly by Treasurer and either President or Secretary.
- b. The President and the Secretary is empowered to spend upto ` 5000/- (Rupees Five Thousand only) on emergent expenditure on all occasions and it is to be regularized by the subsequent Executive Committee meeting.
- c. The Secretary and the Treasurer shall be responsible for the protection, and the proper application of the funds of the Association.

5. **GENERAL BODY**

- a. All parents and teachers who are members as per the provisions laid down in *section 5* shall constitute the General Body.
- b. The General Body shall meet at least once in an academic year.
- c. A notice of minimum 15 (fifteen) days by the Secretary or Joint Secretary shall be necessary for a General Body Meeting. The method of notice shall be through a circular.
- d. The quorum for the General Body Meeting will be 1/10th or 100 of the total number of general members, whichever is less.

6. **MANAGEMENT**

- a. The Management of the Association shall be vested in the Executive Committee as per the composition as laid down in *section 13*.
- b. The Executive Committee shall be responsible for day to day management, execution and working of the Association and will have necessary authority for taking all appropriate action for carrying out, executing and implementing the resolutions and directives passed and conveyed by General Body of Parent – Teacher
- c. The quorum for an Executive Committee meeting shall be 1/3rd of the members from parents as well as teachers separately.

7. **AUTHORITY AND FUNCTIONS OF EXECUTIVE COMMITTEE:**

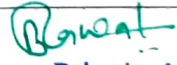
Subject to the general control by the General Body of the Association, the Central Executive Committee will have the following functions and authority besides those that may be incidentally vested in it:

- a. To admit members.
- b. To frame rules and regulations subject to this constitution for the proper functioning of the Association.
- c. To expend the funds of the Association and to arrange for their proper accounting and auditing.
- d. To call meetings of the General Body as and when it deems fit or it is necessary by virtue of the provisions of the Constitution.
- e. To do all acts and take such actions as may be necessary in furtherance of the aims, objectives and activities of the Association.
- f. To submit the Annual Report on the working of the Association at the Annual General Meeting.
- g. To organize activities under the auspices of the Association as may be decided by the General Body.
- h. To co-ordinate and liaise with School authority / Management Committee and other Agencies with respect to matters concerned under the purview of the Association.
- i. The Executive Committee shall meet at least once in three months and a notice of at least 3 days shall be necessary for it.
- j. It shall communicate important decisions through circulars to all general members.

8. The formation of Parents- Teacher's Association's Executive Committee would be as under: -

Member

S.N O	MEMBER	GEN	REPERSENTATIV E	CLASS	DESIGNATION
1.	MS. POONAM PARASHAR	M	PARENTS	IX (PARENTS OF RIYA PARASHAR)	PRESIDENT
2.	MS. RASHMI PARASHAR	F	TEACHER	X (CLASS TEAHCER)	MEMBER
3.	MR. AMIT SHARMA	M	PARENTS	VII (PARENTS OF AAKARSH SHARMA)	VICE PRESIDENT
4.	MR. RAMAN KUMAR	M	TEACHER	X (CLASS TEACHER)	TREASURER
5.	MS. ARCHANA RENU	F	TEACHER	X (CLASS TEACHER)	MEMBER
6.	MS. VISHAKHA PANCHAL	F	TEACHER	XI (CLASS TEACHER)	MEMBER
7.	MR. ASHOK KUMAR	M	TEACHER	XII (CLASS TEACHER)	MEMBER
8.	MR. AMIT TYAGI	M	PARENTS	XII (PARENTS OF TANISHK TYAGI)	MEMBER
9.	MS. RAJNI	F	PARENTS	XI (PARENTS OF GAURAV)	MEMBER
10.	MR. ARBIND KUMAR	M	PARENTS	X (PARENTS OF AVI PATEL)	MEMBER
11.	MS. RENU BALA	F	PARENTS	PREPRIMARY (PARENTS OF ANSH TYAGI)	MEMBER
12.	MS. BABITA RAWAT	F	PRINCIPAL	MEMBER SECRETARY	


Principal
Shaheed Memorial Vidya Kendra
Sihani, Ghaziabad