

**Draft Minutes of the Fifth General House Meeting for the  
Formation of PTA  
held on 22<sup>nd</sup> March, 2024 at 9.00 a.m.  
Auckland House School for Boys, Shimla**

**AHSB-GH-2024:1.1-**

Mr. Reuben T. John, Principal, of Auckland House School for Boys, was delighted to invite the parents of the Nursery to form XII to form a new AHSB PTA 2024 and to discuss the hike in fees for the academic session 2024--25.

**AHSB-GH-2024:1.2-**

The Agenda for the Formation of the Parent Teacher Association – PTA

1. Roll Call
2. Welcome
3. Introduction of the New Principal
4. Appointment of Recording Secretaries
5. Appointment of Tellers
6. Report of the outgoing PTA Executive
7. Forms to be issued
8. Nomination Forms Received
9. Election/ Nomination
10. Election of the PTA President
11. Election of the PTA Vice President
12. Election of the Joint Secretary
13. Election of the Treasurer
14. Election of the Advisor
15. Welcome to the New PTA
16. Any Other Business
17. Vote of Thanks

**AHSB-GH-2024:1.3 -The following Observers were present.**

1. Dr. Meenakshi F. Paul, Professor, Department of Evening Studies, H. P University, Shimla
2. Dr. Reva Gupta Associate Professor, Department of English, Rajkiya Kanya Mahavidyalaya, Shimla

**AHSB-GH-2024:4-**

The meeting began with a welcome address by the outgoing President, Dr. Preeti R Nagal. She informed that the meeting is for the formation of a New PTA for year 2024-25 , which would continue to be a platform to create better coordination between the parents, school teachers, and management.

Dr. Nagal expressed her pleasure and honour to welcome the New Principal, Mr. Reuben T. John. She recognized this significant moment in the life of Auckland House School for Boys, as with his vision he will lead the school into a new era of excellence and growth. She further added that she is confident that the school would continue to flourish and thrive under his leadership and commitment and academic excellence and holistic development.

**AHSB-GH-2024:1.5-**

Mr. Reuben T. John has succeeded the Founding Principal, Mr Michael A John. of Auckland House School for Boys. He has teaching experience at Birla International School, Jaipur, Bal Bharati Public School, New Delhi and since 2013 at Bishop Cotton School, Shimla. He taught English , Music and History and was Curzon House Master for few years. He was in charge of discipline and support to boarding pupils, took responsibility for physical, mental, emotional health and security of the pupils. Daily duty included Pastoral care, dealing with parents and framing minor policies. He concluded with the summary of vision and is looking forward to working with parents here to benefit our children.

**AHSB-GH-2024:1.6 –**

Dr.Nagal requested the parents to voluntarily give their names for the Recording Secretary and tellers.

Two parents voluntarily gave their names for the recording secretaries:

1. Dr. Kapilanjani Krishan ( Father of Kalash of class III B)
2. Mrs. Tanuja Dhanta ( Mother of Ayan of Class VII B )

Two parents volunteered to become the tellers for conducting elections. Their names are

1. Mrs. Anjana ( Mother of Ayan of class I B)
2. Mrs. Anu Bala Zinta ( Monther of Anvay Zinta of class V A)

**AHSB-GH-2024:1.7-** A total of 315 parents attended the fifth General House. The following table shows the number of parents present class-wise.

Sr. No	Form	No. of students in the class section	Number of students in the class	No. of Parents Present	Number of students' Parents present of the class
1	NUR A	28		21	
2	Nur. B	27	55	27	48
3	LKG A	31		26	
4	LKG B	36	67	26	52
5	UKG A	32		14	
6	UKG B	37	69	14	28
7	I A	30		6	
8	I B	29	59	9	15
9	II A	33		14	
10	II B	32	65	11	25
11	III A	38		14	
12	III B	37	75	14	28
13	IV A	36		6	
14	IV B	37	73	10	16
15	V A	35		15	
16	V B	36	71	10	25
16	VI A	35		9	
17	VI B	35	70	4	13
18	VII A	36		9	
19	VII B	35	71	9	18
20	VIII A	35		8	
21	VIII B	37	72	12	20
22	IX A	33		5	
23	IX B	33	66	6	11
24	X A	29		3	
25	X B	29	58	5	8
26	XI A, B, C	Classes not	Started		
27	XII A, B, C	24	24	8	8
<b>Total</b>					<b>315</b>

*22/4/24*

**AHSB-GH-2024:1.8:**

The report of the Outgoing PTA was given by Dr. Mala Kuthiala, Secretary, AHSB PTA, highlighting the vision on which the constitution of the PTA is based. It had been framed, amended, and accepted. The aim, objectives, roles, responsibilities, functions, constituents, and composition of PTA and the Office Bearers of the Executive Council with the rules and meetings held in the previous years, were presented in the General House.

The School's Learning Support Strategy for the year 2024 was also highlighted in detail of which certain modules have already been implemented.

**A Brief review of FEE issues taken in the previous PTA meetings.**

**1. MINUTES OF 14.3.2020, GENERAL HOUSE HELD FOR FEE HIKE ON 13.11.2019**

"However, the notice of General House was duly circulated to all the parents by the school and by the members of the PTA in their respective classes, despite that parents did not turn up for one reason that they accept the proposed hike in fee. It can be reasonably presumed that they have no objection to the proposed hike in fee and have accepted the same."

The issue was raised by Mr. Vijendra Mehra and

"The Chairman satisfied him by stating that let us not bring down the standard of quality of education of the school. It is not possible to maintain the standard by less than an 8 % fee hike. As it is your own will for better education that you put your wards in Public Schools. If the school, was wrong it would not have maintained the best student-classroom ratio of 30 to a maximum 39 students in a classroom. We could have easily taken in more students in each class to make up for the loss.

Mr. Sareen supported further that the classroom-student ratio in Auckland House School is best in Shimla."

Ref:-AHSB PTA -2020:3.6- Item 5 of the Agenda: Matters arising thereafter:

Signed page No. 77 of the minutes book.

**2. MINUTES OF AHSB PTA MEETING HELD ON 31ST AUGUST, 2019**

"16. The PTA felt that the Fee structure of Auckland House School is reasonably priced. The fee hike is also nominal; the school has to meet the expenses also. The PTA felt that fee is important but the quality is more important."

Ref: AHSB PTA -2019: 1. 7- Item 7 of the agenda: Matters arising thereafter

Signed Page 39 of Minutes book

*H. K. S.*  
22/11/2024

*A. Sareen*

### 3. GENERAL HOUSE MINUTE ON 13.12.2019

“Government Child Rights Body NCPDR (National Commission for Protection of Child's Rights) also recommends 10% hike in Private Unaided Schools. In this age of inflation, the school also has to meet and balance various expenses like increases in employees' salaries, maintenance, etc. The Government employees also give a raise of 2-5% Dearness Allowance depending on the government.

Ref: AHSB-GH-2019:2.3-

In the minutes of the same General House, it was in clause 8.

“ 8. The Chairman concluded that if the Standard of the school has to be maintained then the fee hike of just 10% is set by the Education Department as per their Rules and Regulations. He further pointed out that we have maintained the number of about 30-35 students in each class, which is convenient for the teacher to handle. We do not encourage our children to go for tuition. The teachers of our school are dedicated and take extra time also to teach the concepts to the students.”

Ref: AHSB-GH-2019:2.4- Out of the points put forth by the parents.

Signed Page 58--59 of Minute Book.

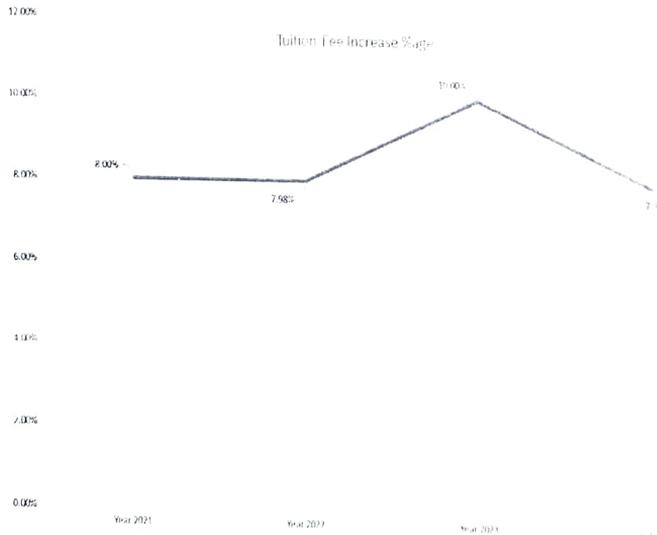
The breakup analysis of FEE HIKE of the last four years is on the slide in the presentation.

From this, it can be vividly stated that in the 2020 session, there was no hike in the fee subsequently for the past two years after COVID-19 ~~10~~ Auckland House School has maintained a fee hike of 7.9 % on the request of the parents and keeping in mind the post-pandemic conditions. In 2023 the hike in the fee was approximately 10%, and now in 2024 the fee hike is proposed at 7.9% which is less than that proposed last year, but with the initiative taken by the school for the proposals and strategies as support systems aiding the Learning processes, the school expects that parents will willingly support financially also in the holistic development of their children.

## Slide of FEE Hike Of last four years (2020- 2024)

AUCKLAND HOUSE SCHOOL FOR BOYS, SHIMLA						
YEAR	CLASS	TUTION FEE IN ₹	ANNUAL INCREASE IN ₹	ANNUAL INCREASE IN %	MONTHLY INCREASE IN ₹	PER DAY INCREASE IN ₹
2020	NURSERY-X	₹ 39,000	₹ 0	0.00%	₹ 0.00	₹ 0.00
	XI-XII (SCIENCE)	₹ 53,900	₹ 0	0.00%	₹ 0.00	₹ 0.00
	XI-XII (ARTS & COMMERCE)	₹ 50,600	₹ 0	0.00%	₹ 0.00	₹ 0.00
2021	NURSERY-X	₹ 42,120	₹ 3,120	8.00%	₹ 240.00	₹ 8.67
	XI-XII (SCIENCE)	₹ 58,200	₹ 4,300	7.98%	₹ 358.33	₹ 11.94
	XI-XII (ARTS & COMMERCE)	₹ 54,600	₹ 4,000	7.91%	₹ 333.33	₹ 11.11
2022	NURSERY-X	₹ 45,480	₹ 3,360	7.98%	₹ 280.00	₹ 9.33
	XI-XII (SCIENCE)	₹ 62,820	₹ 4,620	7.94%	₹ 385.00	₹ 12.83
	XI-XII (ARTS & COMMERCE)	₹ 58,920	₹ 4,320	7.91%	₹ 360.00	₹ 12.00
2023	NURSERY-X	₹ 50,028	₹ 4,548	10.00%	₹ 379.00	₹ 12.63
	XI-XII (SCIENCE)	₹ 67,800	₹ 4,980	7.93%	₹ 415.00	₹ 13.83
	XI-XII (ARTS & COMMERCE)	₹ 63,660	₹ 4,740	8.04%	₹ 395.00	₹ 13.17
2024	NURSERY-X	₹ 54,000	₹ 3,972	7.94%	₹ 331.00	₹ 11.03
	XI-XII (SCIENCE)	₹ 73,200	₹ 5,400	7.96%	₹ 450.00	₹ 15.00
	XI-XII (ARTS & COMMERCE)	₹ 68,700	₹ 5,040	7.92%	₹ 420.00	₹ 14.00

## GRAPHICAL REPRESENTATION OF TUITION FEE PERCENTAGE CHANGE OVER FOUR YEARS



PowerPoint Presentation was also shown on the same.

**AHSB-GH-2024:1.9:**

After this, the house was kept open for discussion of a hike in the fee. The call for discussion was announced three times during the proceedings of the Fifth General House, but no parents showed any objection.

**AHSB-GH-2024:1.10-**

The following people were Nominated/ Elected from among the parents of all the classes: -

S. No	CLASSES	NOMINEE/ ELECTED	PROPOSED BY	SECONDED BY
1	XII (A& B & C)	DR. NAMRATA GULERI	MRS. POMILLA TANEJA	MRS. CHANDER PRABHA
2	XI	CLASSES NOT STARTED		
3	X (A& B)	MRS. MEERA DOGRA	MRS. KAMNA THAKUR	MRS. SAPNA SHARMA
4	IX (A& B)	MR. CHAMAN THAKUR	MR. GURDARSHAN SINGH	MRS. JAIWANTI VERMA
5	VIII (A& B)	MS. JAIWANTI CHAUHAN	MRS. ANJANA CHAUHAN	MRS. ANJU CHAUHAN
6	VII (A& B)	MR. VIJAYENDER S. KANWAR	MRS. JYOTI SHARMA	MRS. DEEPTI BHARDWAJ
7	VI (A& B)	MS. RAJ PRIYA ROHTA	MRS. SATYA SHARMA	MRS. ANJANA CHAUHAN
8	V (A & B)	MS. MEENA CHANDEL	MRS. NEHA AGGARWAL	MRS. MEERA NEGI
8	IV (A& B)	MS. MALVIKA LAKHANPAL	MR. SANJAY RANTA	MRS. PRATIBHA GAKTU
9	III (A& B)	MR. KAPILANJAN KRISHAN	MR. JANESH GUPTA	MR. ANIL CHAUHAN
11	II (A& B)	MS. AMITA MODI	MRS. POONAM THAKUR	MRS. KUSAM SHARMA
12	I (A& B)	MS. NIDHIKA CHAUHAN	MRS. POOJA BHAIK	MRS. RUJA
13	UKG (A& B)	MS. SWEETY BHANDARI	MRS. SAKSHI TANEJA	MRS. SUJATA
14	LKG (A& B)	MR. RAJAT GANGOTRA	MRS. PRIYANKA	MRS BABITA MOHINI
15	Nursery (A& B)	MS. SWATI ARORA	MRS SWEETY	MRS APURVA GOEL

M. K. S. S.  
22/4/24

**AHSB-GH-2024 1.11-**

Elections took place for only <sup>1</sup>nursery class.

S. No	Class	Name of the candidate	Proposed by	Seconded by
1	Nursery (A & B)	MRS SEEMA	MRS GIRIJA	MRS SRISITI SHARMA
2	Nursery (A & B)	MRS SHIVANI	MRS ANCHAL	MRS PARUL
3	Nursery (A & B)	MRS SHIKHA JHOUTA	MRS RAJNI	MRS SHALLU
4	Nursery (A & B)	MRS. YOGITA THAKUR	MRS SUMAN	MRS KIRAN SHARMA
5	Nursery (A & B)	MRS SWATI ARORA	MRS SWEETY	MRS APURVA GOEL

**Mrs Swati Arora mother of Udayveer Singh Thakur was elected.**

**AHSB-GH-2024 1.12.**

Details of two nominated members from parents of differently abled and economically disadvantaged background children.

S. No	Name & Class of student	Name of the Parent	Proposed by	Seconded by
1	UMANG MISHRA -Differently abled	MR. VIKAS MISHRA	MR. SAURABH KUMAR	Ms. ELIZEBETH HERBROM
2	AASHMAN PRASHER II B SANIDHYA PRASHER XII B ECONOMICALLY DISADVANTAGED	MRS. RENU PRASHER	MR. SAURABH KUMAR	Ms. ELIZEBETH HERBROM

**Note:**

\*50% quota to women (to empower women).

\* Equal status to parents of economically weaker sections and the child with special needs.

**AHSB-GH-2024 1.13.**

The following teachers have been proposed for the members of the PTA. The staff representatives are as follows:

The Nomination forms were filled up by the teachers for the one-third nominated staff, members of the PTA.

S. No	Nominee/ Elected	Proposed by	Seconded By
1	MRS. MINAKSHI THAKUR	MRS. PARUL SOOD	DR. MALA KUTHIALA
2	MRS. PARUL SOOD	DR. MALA KUTHIALA	MRS. RASHMI PATHAK
3	MRS. ALKA SHARMA	MRS. MINAKSHI THAKUR	MRS. PARUL SOOD
4	DR. MALA KUTHIALA	MRS. MINAKSHI THAKUR	MRS. PARUL SOOD
5	MRS. RASHMI PATHAK	MRS. MINAKSHI THAKUR	MRS. PARUL SOOD

**AHSB-GH-2024 1.14-****Election for the Executive Committee.**

The election of the Executive Body took place on the same day. The body was elected from the members of the PTA. The names Nominated / Elected for the following posts are tabulated below: -

S. No	POST OF EXECUTIVE COMMITTEE		NOMINEE/ ELECTED	PROPOSED BY	SECONDED BY
1	PRESIDENT	1	DR. NAMRATA GULERI	MRS. RAJPRIYA ROHTA	MRS. RENU PRASHER
		2	MRS. MEENA CHANDEL	MRS JAIVANTI CHAUHAN	MRS MALVIKA LAKHANPAL
2.	VICE PRESIDENT	1	<del>DR.</del> KAPILANJAN KRISHAN	MRS MALVIKA LAKHANPAL	MRS. SWEETY BHANDARI
		2	MRS. MEENA CHANDEL	MRS MALVIKA LAKHANPAL	MRS. SWATI ARORA
3	JOINT SECRETARY	1	MRS MEERA DOGRA	MRS. SWEETY BHANDARI	MRS. NIDHIKA CHAUHAN
		2	MR. VIJAYENDER S. KANWAR	<del>DR.</del> KAPILANJAN KRISHAN	MR. RAJAT GANGOTRA
4	TREASURER	1	MRS MEERA DOGRA	MRS. NIDHIKA CHAUHAN	MRS. SWEETY BHANDARI
		2	MRS MALVIKA LAKHANPAL	MRS JAIVANTI CHAUHAN	MRS. NIDHIKA CHAUHAN
5	ADVISOR		<del>DR.</del> KAPILANJAN KRISHAN	MR. VIJAYENDER S. KANWAR	MR. RAJAT GANGOTRA

AHSB-GH-2022:15-

**The Office Bearers of the Executive Body for Session 2024- 2025**

S. No	Name of the Candidate	Designation
1	MR. REUBEN T.. JOHN	Chairman Ex -officio
2	DR. NAMRATA GULERI	President
3	MRS. MEENA CHANDEL	Vice President
4	DR. MALA KUTHIALA	Secretary
5	MR. VIJAYENDER S. KANWAR	Joint Secretary
6	MRS MALVIKA LAKHANPAL	Treasurer
7	DR. KAPILANJAN KRISHAN	Advisor

The principal Mr. Reuben T. John became the Chairman (Ex-officio) . After voting Dr. Namrata Guleri was elected as the President and Mrs. Meena Chandel for the post of Vice President of the Executive Committee. Dr. Mala Kuthiala's name was nominated for the Secretary of the PTA by Mrs. Rashmi Pathak and seconded by Mrs..Parul Sood. Mr. Vijayender S. Kanwar was elected as Joint Secretary and Mrs Malvika Lakhanpal was elected as treasurer. Dr. Kapilanjnan Krishan was unanimously nominated as advisor.

**AHSB-GH-2023:16-**

A Welcome to the New PTA and a vote of thanks were given by the Chairman, Mr. Reuben T John. The supervisor and his team were thanked for arranging the Hall and for Mr Rajan, the photographer gratitude was expressed for covering the meeting so that the pictures could be uploaded on social media to show how the parents and the school work together for the benefit of the children. The office staff led by Mr. Jyoti Syal as the reporting secretary along with the teachers were also thanked. The teachers were appreciated for performing their respective duties.

A special gratitude was expressed to Dr. Preeti R. Nagal, the President of the PTA 2023-24 for organizing the General House smoothly for the formation of PTA. Dr. Mala Thapar Kuthiala was also appreciated for working tirelessly in front and also behind the scenes. The parents were thanked for their presence.

Most importantly the observers Dr. Meenakshi F Paul and Dr. Reva Gupta were thanked for taking out their precious time for being observers for the occasion.

*Handwritten signature*

*Handwritten signature and date: 22/11/24*

The newly founded PTA was welcomed with the hope that their presence amidst us would bring out the best in our children. The continued partnership would ensure that pupils progress and reach their goals with potential holistically. It was decided that first meeting of PTA would be intimated through a notice.

The resolution of the fee hike of 7.9 % was signed by the AHSB PTA members for the academic session 2024-25.

AHSB-GH-2023-14-17

**Names of Reporting Secretary and Tellers for the General House, held on 22.3.2024.**

**Reporting Secretaries:**

1. Mr. Jyoti Suyal (In charge – Office Secretary)
2. Ms. Elizabeth Robinson (Teacher)
3. Ms. Seema Mehta (Teacher)
4. Mr Saurabh Kumar (Staff)
5. Ms Elizebeth Herbrom (Staff)
6. Dr. Kapilanjani Krishan (Parent)
7. Mr. Tanuja Dhanta (Parent)

**Tellers:**

1. Mrs Alka Sharma (Teacher)
2. Mrs Anita Thakur (Teacher)
3. Mrs Deepali Gopan (Teacher)
4. Mrs. Anu Bala Zinta (Parent)
5. Mrs. Anjana Khachi ( Parent)

**Minutes prepared by:**

*M.K.A.*  
22/4/2024  
Dr. Mala Kuthiala

Secretary  
PTA  
Auckland House School  
for Boys, Shimla

**Minutes verified by:**

*J. Guleri*  
Dr. Namrata Guleri

President  
PTA  
Auckland House School for  
Boys, Shimla