

**Draft Minutes of the AHSB PTA Meeting  
held on 22<sup>nd</sup> April 2024 at 9.00 AM  
Auckland House School for Boys, Shimla**

**AHSB PTA – 2024: 1.1-** The first meeting of the AHSB PTA (2024) of Auckland House School for Boys was held under the Chairmanship of the Principal. Mr. Reuben T. John, on 22<sup>nd</sup> April 2024, at 9:00 a.m. at Auckland House School, for Boys. At the very onset the Chairman, Mr. Reuben T. John, welcomed all the PTA members, before proceeding to Item 2 on the agenda.

**AHSB PTA–2024: 1.2-** Roll Call of the members of the PTA (AHSB –GH- 2024: 7, 8, 9,10).

19 members were present.

Apologies were received from the following members for their absence.

Mrs. Nidhika Chauhan was not present as her son was not well. Mr. Vikas Mishra and Mr. Chaman Thakur had some important work and thus could not attend the meeting.

**AHSB PTA –2024: 1.3 –** The Agenda for the first meeting of AHSB PTA as per the notice was as follows.

1. Welcome
2. Roll Call
3. Approval of 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.
4. Matters arising thereafter
5. Any other business

The AHSB PTA accepted and approved the same.

**AHSB PTA –2024: 1. 4 -** Approval of minutes of the Fifth General House Meeting of the PTA dated 22.3.2023.<sup>4</sup>

Draft minutes of the Fifth General House Meeting of the PTA dated 22.3.2023<sup>4</sup> at 9:00 A.M. at Auckland House School for Boys were presented by the Secretary, Dr. Mala Kuthiala. The minutes prepared were found in order, and well presented. All points were listed out systematically thus they were confirmed accepted, approved, and signed.

**AHSB PTA –2024: 1. 5** - Item 4 of the agenda: Matters arising thereafter

The minutes were approved and there was no matter arising thereafter, for correction.

However, it was suggested by the Advisor Dr. Kapilanjana Krishan to add a column for the number of parents absent, in the class-wise parents' attendance table.

**AHSB PTA –2023: 1. 6** - Item 5 of the agenda: Any other business.

A list of suggestions and feedback was presented by Dr. Kapilanjana Krishan, the advisor of AHSB PTA, on behalf of the parent class representative members.

The Chairman addressed 52 issues raised by the parent representative members, noting that although a large number of concerns were presented at the first meeting of the newly elected PTA, and could be perceived as potentially contentious, the management committed to transparency, thereby discussing all issues with patience and thoroughness.

The summary of the discussion is enlisted below with the outcome:

**A. Issues where a clear policy is declared, and actions are taken.**

1. Corporal punishment – The issue was resolved as the school also follows a Zero tolerance policy. All teachers have signed and submitted the undertaking of not using violence in the school, for disciplining children. Failure may result in termination.
2. Bullying of students by other students – The case-specific action to be taken. Hence, the cases are to be brought to the attention of the principal and subsequently will be resolved on a case-by-case basis, individually by parents.
3. Saturdays are no-bag days from classes II to V, with the objective of the child developing life skills, in the school environment. Second Saturdays will be holidays or working is at the school's discretion. It will however be announced by the first Saturday of the month.
4. The suggestion for timetables has already been implemented. A change in the system has been communicated to the students from the day of the week

schedule instead of the day number schedule. However, the school retains flexibility on Literature vs. Grammar lessons for languages. It would be communicated in advance in classrooms by the school teachers.

5. Notebooks remain unchecked before exams - To be brought to the attention of the principal by the parents directly. This is agreed to be unacceptable, and outside the purview of the PTA.

6. Parents need to consult each other for missed work due to the child's absence - The school agrees that the teacher also plays an important role in helping a child make up for missed lessons and informing them of what was covered in class or what homework is expected from the child. The child should have a regulated learning experience spread out across both places, home as well as school.

However, different sections of the same class follow different schedules, which is acceptable. Teachers will cover the syllabus but may do so in a different sequence for each section to cover the syllabus before examinations. Therefore, parents are discouraged from unnecessarily consulting students from other section, to avoid confusion.

7. Traffic sounds in classrooms - The school does not consider it significant as per recent experiences.

8. School is too early for younger kids - This issue was sorted out as the school does not support it. The children should be encouraged to sleep earlier and wake up early. They should be encouraged to get into the school routine and timings.

9. Teachers teaching subjects that are not their expertise - The school disagrees. All the subjects are taught by qualified teachers having the appropriate qualifications for teaching the specified subject.

10. Cursive books remain unused - The school will aim to ensure all books required for the school are used. Parents may connect with the principal directly if they find some books unused.

11. Fixture not followed - The school agrees to follow the fixture. However, there is leverage for exceptions such as unforeseeable situations like inclement weather, illness, government mandates, etc. Any deviations are to be announced as much in advance as possible.

12. No feedback mechanism for the parents to the school - Parents to leverage the PTA.

13. The same information is asked each year for children ( aadhar number, blood group, parents' name, etc): The Principal explained that this is a government requirement to provide updated information every year.

It has been observed that incorrect/ not clear/ contradictory information is sent by parents several times. A once-a-year form to be filled is not considered too cumbersome.

13. All children are not attended to during skating class – This matter has already been dealt with and action has been taken. The number of skating classes has been increased, with fewer children in each class.

14. Crowding at gates during speech day, sports day, etc. – Action has already been taken and gates are opened approximately forty- five minutes before the given time, to let the parents come in and be seated accordingly.

15. The school supports positive behaviour reinforcement, many awards, and recognitions are provided to students showing exemplary behaviour. Students' achievements are announced during the assemblies and prize distribution was held after both section sports days.

16. Lunch menu – The school also supports building more options beyond roti-sabzi in consultation with nutrition experts by the end of June.

17. Illness spread/initiated in school - The school agrees to conduct workshops on hygiene by a doctor. Aya's to be trained, and parents to be informed of protocols on toilet usage, and cleanliness by the end of June.

18. High traffic and minor accidents outside school - The school has less influence outside its gates. AHSB PTA Vice President <sup>Mrs</sup> Meena Chandel will take the matter further with the government authorities. She has taken the initiative to connect with the SP for better enforcement and restriction of traffic on the roads outside the school during rush hours.

19. Rush to complete syllabus – To manage this situation the syllabus is reduced till Class 8. The impact of the same will be visible to the parents during the examination.

A reduction in the syllabus will help in increasing the quality of instructions. Further improvements require funding and space.

20. Exhibitions showcase parents' work - Parents are encouraged not to do the child's work or compete with each other. The school accepts the work of a child, irrespective of how well it has been done. The pattern of the Exhibition

display will be changed from this year. The school is working on the design of the same. Students will be exposed to the mindset of design and fabrication, leading to involvement and engagement rather than the use of pre-designed assemblies or materials.

21. English fluency needs improvement - Encouragement to speak in English is being implemented. A Rubric for oral communication is in the pipeline to evaluate students' spoken English proficiency. Students are encouraged to participate in the activities organized by the English Literary Club, particularly consisting of public speaking, writing, and reading to improve expression and thinking power.

22. Syllabus and learning expectations not communicated - This will be done at the beginning of the academic year for 6 months, for classes till the eighth. For Board classes from IX to XII, the syllabus is prescribed by the Board and is on the website.

23. Both parents' presence for release of results/PTM meetings - Final Examination results to be released to any one parent or legal guardian. Both parents are to be present for the PTM meetings during the unit and half-yearly Examination. The rescheduled meetings with advance notice of unavailability can be managed.

24. Insufficient parent-teacher meetings - If needed, parents can request individual time with teachers beyond the PTMs already scheduled. From next year orientation sessions will be scheduled in the school's annual fixture.

25. School fees: Inflationary pressure imposes increased costs. The degree of increase may be negotiated, balancing needs for maintaining quality. Paying in four instead of three installments may be considered. Plan to build a corpus to fund need/merit-based scholarships under consideration.

26. Waiting area for parents - Visitors rooms are being prepared, and likely to be ready by June.

27. Children left on the roadside awaiting busses and transport - Transport group on WhatsApp to be managed by parents, with one teacher-in-charge providing information.

28. Washroom/toilet improvements: Protocols in place to be sent to parents. Parents' help is sought in educating wards as well.

29. Quality of school uniforms - Care instructions are to be provided by the vendor and shared. Unfortunately, some parents are found washing instead of

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dry-cleaning coats. Brown shoes are being used to play (an activity they are not designed for). The vendor has said that if the quality is bad, he is willing to exchange it.

30. Parents would like to volunteer at school - to request expertise and areas of volunteer efforts that might be provided and build options to incorporate them into school teaching/ other activities.

31. More language options beyond Sanskrit and Punjabi - Process underway to identify and hire French teacher this year. Potential for German as a club activity underway.

32. Workshops for parents in addition to students and teachers under consideration. A Career Counselling workshop in May might be open for parents. The timing for the same needs to be identified, at which parents would be most available.

33. Younger children being injured when mingling with older children on the ground - Considering separation of play areas, netting, etc.

34. School portal for requesting leave etc. - Parents may leverage the email addresses of coordinators for different issues to be shared with parents by June.

### **B. Issues we will not be able to resolve this year.**

1. Students going to out-of-school reinforcement classes - This is mostly discouraged by the school. School is open to consultations for the needs of individual children. The amount of work at home is being considered to be reduced. Parents are expected to supervise children as they complete their work, not teach them at home.

2. Students on a single bench - Furniture and classroom upgrades are needed and being planned.

3. 24 to 48-hour notices to parents for needs at school - The school agrees to strive for at least a week's notice. It is working on this, first with internal meetings of the school, and hopes to resolve this as the systems are worked out.

4. Shopkeepers inform parents on books/notebooks/supplies to be purchased - School to provide this information from ~~the~~ next year.

5. Insufficient communication to make decisions on paying fees for treks etc. - School to change the timing of fee payment for these activities along with the

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tuition fees. Dates for payments to be scheduled earlier. More information to be provided.

6. HRTC or Yellow busses from Mashobra /Summerhill etc - Representations already made by the school with no favourable response. Help is sought from parents to influence.

7. Storage space for skates etc: Cubicles are under consideration as part of the furniture upgrade.

8. Lost items never found - Cubicles may help in the future. Parents are encouraged to return items of others taken home in error.

9. Exchange programs for teachers and students - Under consideration are Duke of Edinburgh awards, Basic Mountaineering courses, etc. Still in a conversation of possibilities.

10. Increase sustainability efforts in line with UN goals - Lack of knowledge in this area.

11. Younger children to talk about their passion - School is continuously identifying children's passions and will systematically reframe the same.

12. Girl's school and boy's school calendars are not coordinated, especially for holiday breaks - Will work on improving this next year.

13. Children going to Summerhill/ Sanjauli grounds to play - School has constraints on some sports being played in school.

14. Considerations for netting to protect windows, having cages, etc. are under consideration.

### **C . Issues that are not in the mandate of the PTA.**

1. Several exams, their schedule, the need for revision tests, etc.

2. Computer science is being taught too early - syllabus and what to teach is the school's prerogative. Teaching methodology may be improved.

AHSB PTA -202<sup>y</sup>1.7

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An announcement was made by the principal, during the meeting, regarding Mrs. Varuna Sharma, who has been recently appointed as Middle School Coordinator to replace Mrs. Rashmi Pathak as a member of the AHSB PTA 2024. The proposal was accepted by the members of the AHSB PTA, unopposed.

AHSB PTA -202<sup>4</sup> 1.8

A request for the constitution to be shared with the PTA members was made spontaneously during the meeting.

The Signed Minutes of the General House held on 22.3.2024, the list of PTA Executives Committee along with the list of all members of PTA 2024 and the Constitution have been uploaded on the school website for ready reference.

Dr. Namrata Guleri complimented the school as the only school in Shimla with the most effective PTA. The Vice president Mrs. Meena Chandel supported it and quoted examples of other schools in town.

AHSB PTA -202<sup>4</sup> 1.9

The next meeting of the AHSB PTA will be intimated through the notice.

Minute Prepared by:

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29/5/2024

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Minutes verified by:

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