

**DRAFT MINUTES OF THE SIXTH GENERAL HOUSE MEETING FOR
THE FORMATION OF PTA**

**HELD ON 6TH MARCH, 2025 AT 8.00 A.M.
AUCKLAND HOUSE SCHOOL FOR BOYS, SHIMLA**

AHSB-GH-2025:1.1- Mr. Reuben T. John, Principal, of Auckland House School for Boys, was delighted to invite the parents of Nursery to form XII to form a new AHSB PTA 2025 and to discuss the hike in fees for the academic session 2025--26.

AHSB-GH-2025:1.2- The Agenda for the Formation of the Parent Teacher Association
AHSB - PTA

1. Roll Call
2. Welcome
3. Appointment of Recording Secretaries
4. Principal's Message
5. Report of the outgoing PTA Executive
6. Appointment of Tellers
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-2025:1.3 -The following Observers were present.

1. Dr. Mecnakshi F. Paul, Professor, Principal, Department of Evening Studies, H. P University, Shimla.
2. Dr. Reva Gupta, Principal, Swami Vivekanand Government Degree College, Nihri, District Mandi.

AHSB-GH-2025:1.4- The meeting began with a welcome address by the outgoing President, Dr. Namrita Guleri.

She extended a warm welcome to all parents from Nursery to Class 12. She emphasized the PTA's pivotal role in strengthening the partnership between parents and teachers, ensuring a collaborative approach towards the holistic development of students. She highlighted the necessity of shared responsibility in shaping young minds and the importance of timely actions by school leadership to facilitate continuous progress.

Dr. Guleri expressed her gratitude especially to principal, for having an open attitude and always ready to listen to the problems of the students with an approach to find solutions for the holistic development of the students.

AHSB-GH-2025:1.5- Dr. Guleri requested the parents to voluntarily give their names for the Recording Secretary. The PTA, an Advisory and Non-Political Body is created for better coordination and interaction between Parents, Teachers, and Management to improve academic standards and facilities in the school.

Two parents, Mrs. Sawali Sharma and Mrs. Sheetal Parsaik voluntarily consented to become recording secretaries for the sixth General House PTA meeting.

AHSB-GH-2025:1.6 - Mr. Reuben T. John, Principal, welcomed all attendees and expressed gratitude to the esteemed observers for their presence and to the Former President for conducting the sixth General House of the PTA. He outlined key initiatives and strategic goals for the academic year, including:

Academic & Administrative Updates: Distribution of the Annual School Calendar, detailing all events and functions to ensure seamless parental engagement.

Introduction of a Comprehensive Student Diary to streamline homework communication, ensuring students develop organizational skills without excessive reliance on additional resources.

School Development Goals: Commitment to making Auckland House School for Boys a center of holistic learning, fostering academic excellence, character development, and global preparedness.

Ensuring that school management strategies align with parental aspirations for the best educational outcomes for students.

Y.K.D.
20/6/25

Josh Burt

New Initiatives & International Collaborations: Global Exposure & Student Scholarships: Partnership with Alliance Franchise to facilitate academic exchange programs and scholarship opportunities. *ALLIANZ FRANCAISE*

Launch of Altiora Connect, a global community initiative aimed at providing students with an edge in securing admissions to prestigious universities worldwide. Bridging the gap between academia and real-world opportunities, fostering confident, articulate, and career-ready individuals.

School Safety & Student Well-being: Implementation of the School Safety Framework, ensuring a structured approach to safeguarding students in all aspects—physical, emotional, and cyber safety.

Parental Engagement & Volunteering Opportunities: Encouraging parent volunteers to serve as Parent-Teacher Supervisors, strengthening collaboration between the school and the parent community.

Educational & Leadership Development Initiatives:
Introduction of Phenomenon-Based Learning for Grades 6-8 to promote interdisciplinary and experiential learning.
Leadership Training Program to foster leadership skills in students across all sections, encouraging responsibility, teamwork, and decision-making from an early stage.

Student Leadership Structure:

12 Captains & and; Vice-Captains from Classes 11 & 12.

7 Prefects for Middle School.

7 Prefects for Upper Primary Division (UPD).

2 Prefects for Lower Primary Division (LPD).

The program aims to empower students with leadership qualities, enhance their confidence, and prepare them for future responsibilities, ensuring leadership opportunities are available at every level.

AHSB-GH-2025: 1.7- 265 parents attended the sixth General House, if single parent is taken for each student, and 307 total parents attended the General House of PTA after counting both parents of the students.

PTA representatives were formally elected for each class, ensuring fair representation across all classes including both sections.

Class 6 PTA elections were conducted through a structured voting process, setting a precedent for student and parental involvement in governance.

M.H.D.
20/6/25

Jack Coughlin

The following table shows the number of parents present class-wise.

Sr. No	Form	No. of students in the section	Number of students in the class	No. of Parents Present	Number of students' Parents present of the class	Number of students' Parents present of the class Including both parents
1	NUR A	37		30		
2	Nur. B	37	74	19	49	57
3	LKG A	37		18		
4	LKG B	37	74	19	37	50
5	UKG A	37		11		
6	UKG B	38	75	15	26	29
7	I A	38		6		
8	I B	37	75	13	19	22
9	II A	33		8		
10	II B	33	66	9	17	20
11	III A	36		8		
12	III B	36	72	7	15	18
13	IV A	39		9		
14	IV B	39	78	11	20	23
15	V A	38		6		
16	V B	38	76	9	15	18
16	VI A	40		12		
17	VI B	41	81	8	20	21
18	VII A	34		6		
19	VII B	35	69	7	13	14
20	VIII A	35		7		
21	VIII B	35	70	4	11	11
22	IX A	37		6		
23	IX B	37	74	3	9	9
24	X A	30		1		
25	X B	33	63	6	7	8
26	XI A, B, C	Classes not Started				
27	XII A, B, C	40	40	7	7	7
	Total				265	307

AHSB-GH-2025:1.8: The report of the Outgoing PTA was given by Dr. Mala Kuthiala, Secretary, AHSB PTA, highlighting the vision on which the constitution of AHSB 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.

Highlights of the outgoing AHSB PTA were presented. In all the meetings number of school issues including Learning -teaching methodologies, fees, books, arts & crafts, projects, the importance of cleanliness and hand washing, time slots in PTM's, syllabus and examination, traffic, transportation, and pollution problems, safety issues of students, tours & camps, exchange programs etc. were discussed in detail. Brainstorming sessions were held to make an honest attempt to move ahead with the common objective of students' holistic development.

Highlights of year 2024: Inauguration of Parent's Lounge on 1st July, 2024. PTA 2024 also played an instrumental role in pursual of HRTC buses for our students. This was a true reflection of parents and school working together to achieve great things.

It was also announced that hike in the Fee would be same as last year that is 7.9% of the tuition Fee.

The comprehensive report presented by the secretary of the outgoing PTA consisted of AHSB PTA 2024 Meetings, summarized key resolutions, action points, and progress achieved over the past academic session.

AHSB-GH-2025:1.9 - Dr. Guleri opened the house for filling the Nomination forms for parents of all classes as Class Representative PTA Member. She further requested the parents to voluntarily give their names for the tellers for elections.

AHSB-GH-2025:1.10- 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)	MR. MANISH KUMAR	MR. SURENDER SINGH THAKUR	MR. ANKUSH JOSHI
2	XI	CLASSES NOT STARTED		
3	X (A& B)	MRS JAIWANTI VERMA	MRS. KUSUM KANWAR	MRS. SUDESH CHAUHAN
4	IX (A& B)	MRS. SANDHIRA DEVI	MRS. ANJANA	MRS. JAIWANTI CHAUHAN
5	VIII (A& B)	MRS. TANUJA DHANTA	MRS. POONAM DOGRA	MR. VIVEK DOGRA

6	VII (A & B)	MR. DEEPAK KUMAR	MRS. RAJPRIYA ROHTA	MRS. SATYA SHARMA
7	VI (A & B)	MS. MEENA CHANDEL	MRS. LALITA CHANDEL	MRS. MINAKSHI SHARMA
8	V (A & B)	MR. SANJAY RANTA	MS. MALVIKA LAKHANPAL	DR. ARUN CHAUHAN
8	IV (A & B)	MR. JANESH GUPTA	DR. KAPILANJAN KRISHAN	MRS. SHIKHA SHARMA
9	III (A & B)	MR. RAHUL MODI	MR. NARESH CHAUHAN	MRS. MAMTA KASHYAP
11	II (A & B)	MRS. SANIA ANAND	MRS. NIDHIKA CHAUHAN	MRS. PUJA BHAIK
12	I (A & B)	MR. ANUJ KUMAR CHAUDHARY	MS. SWEETY BHANDARI	MRS. VIDYA BHALLA
13	UKG (A & B)	MRS MAMTA RAINA	MR. TANUJ CHAUHAN	MRS. PRIYANKA
14	LKG (A & B)	MR. HARI DASS	MR. KRISHAN KUMAR	MR. SANDEEP SINGH
15	Nursery (A & B)	MS. NEHA AGGARWAL	MRS SHALINI VENESSA SOOD	MRS. SANJANA KUMARI

AHSB-GH-2025: 1.11- Elections took place for only sixth class.

S. No	Class	Name of the candidate	Proposed by	Seconded by
1	Sixth (A & B)	MRS. ANU BALA	MRS. ANJANA KALTA	MRS. RAJNI
2	Sixth (A & B)	MS. MEENA CHANDEL	MRS. LALITA CHANDEL	MRS. MINAKSHI SHARMA

Mrs. Meena Chandel mother of Jaivardhan Singh was elected.

M.H.S.
20/6/2025

Jasbir Singh

AHSB-GH-2025 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	MANVIK SAYRTA LKG A Differently abled	MRS YASHIKA	MR. SAURABH KUMAR	MR. JYOTI SUYAL
2	SHUSHANT MUKKAR XII C ECONOMICALLY DISADVANTAGED	MRS. AMRITA	MR. SAURABH KUMAR	MR. JYOTI SUYAL

Note:

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

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

AHSB-GH-2025 1.13. The following teachers have been proposed for the members of the PTA. The staff representatives are as follows:

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

M. V. K. S.
20/6/25

Jashu Singh

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

AHSB-GH-2025: 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.

S. No	POST OF EXECUTIVE COMMITTEE		NOMINEE/ ELECTED	PROPOSED BY	SECONDED BY
1	PRESIDENT	1	MR. JANESH GUPTA	MR. SANJAY RANTA	MR. RAHUL MODI
		2	MRS. MEEHA CHANDEL	MRS. NEHA AGGARWAL	MRS SANIA ANAND
2.	VICE PRESIDENT		MR. SANJAY RANTA	MR. ANUJ KUMAR CHAUDHARY	MR. HARI DASS
3	SECRETARY		DR. MALA KUTHIALA	MRS. VARUNA SHARMA	MRS. ALKA SHARMA
4	JOINT SECRETARY		MRS. TANUJA DHANTA	MRS. JAIWANTI VERMA	MRS. SANDHIRA DEVI
5	TREASURER		MR. DEEPAK KUMAR	MR. RAHUL MODI	MR. SANJAY RANTA
6	ADVISOR		MRS. SANDHIRA DEVI	MRS. TANUJA DHANTA	MRS. JAIWANTI VERMA

AHSB-GH-2025: 1.15-

The Office Bearers of the Executive Body for Session 2025- 2026

After voting Mr. Janesh Gupta was elected as the President of AHSB PTA 2025.

H.A.D.
20/6/25

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S. No	Name of the Candidate	Designation
1	Mr. REUBEN JOHN PRINCIPAL	Chairman Ex -officio
2	MR. JANESH GUPTA	President
3	MR. SANJAY RANTA	Vice President
4	DR. MALA KUTHIALA	Secretary
5	MRS. TANUJA DHANTA	Joint Secretary
6	MR. DEEPAK KUMAR	Treasurer
7	MRS. SANDHIRA DEVI	Advisor

AHSB-GH-2025: 1.16-

A Welcome to the New PTA and vote of thanks was given by the Chairman, Mr. Reuben T John.

The Principal, Mr. Reuben T. John, concluded the meeting with a heartfelt vote of thanks, acknowledging:

The distinguished observers, Dr. Meenakshi Faith Paul and Dr. Reva Gupta, for their insightful presence and support.

Mrs. Namrata Guleri, Former President, for her valuable contributions and continued guidance.

Mrs. Pooja Thakur, for her role as the Executive Committee Teller (Parents).

The parents, for their proactive involvement and commitment to the school's vision.

The faculty and staff, for their dedication in fostering a nurturing and academically enriching environment.

He reaffirmed the school's unwavering commitment to student excellence, emphasizing that collective effort, collaboration, and innovation will continue to shape Auckland House School for Boys into a dynamic institution that nurtures future leaders.

The newly founded PTA was welcomed with the hope that their presence amidst us would bring 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 held in the library at 11:30 am after refreshments.

The resolution of the fee hike of 7.9 % was signed by the New AHSB PTA members for the academic session 2025-26, during the first AHSB PTA meeting

AHSB-GH-2025: 1.17- Names of Reporting Secretary and Tellers for the General House, held on 6.3.2025.

Reporting Secretaries:

1. Mr. Jyoti Suyal (In charge – Office Secretary)
2. Ms. Elizabeth Robinson (Teacher)
3. Ms. Tamanna Negi (Teacher)
4. Mr Saurabh Kumar (Staff)
5. Ms Elizebeth Herbrom (Staff)
6. Mrs. Sawali Sharma (Parent)
7. Mrs. Sheetal Parsaik (Parent)

Tellers:

1. Mrs Alka Sharma (Teacher)
2. Mrs Anita Thakur (Teacher)
3. Mrs Deepali Gopan (Teacher)
4. Mrs. Shikha Jhoute (Parent)
5. Mr. Janesh Gupta (Parent)

Executive Committee – Teller (Parents):

Mrs. Pooja Thakur

Minutes prepared by:

M.K. Kuthiala
20/6/2025

Dr. Mala Kuthiala

Secretary

PTA

Auckland House School
for Boys, Shimla

Minutes verified by:

Janesh Gupta

Mr. Janesh Gupta

President

PTA

Auckland House School for
Boys, Shimla

M.K. Kuthiala
20/6/2025

Janesh Gupta