



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail : spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

Ref No. Spl/02

Date 05.04.2024

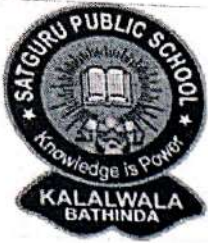
PARENT TEACHER ASSOCIATION

Sr No.	Name	Designation In PTA	Designation in school/ Management	Contact No
1	Ashok Kumar	President	Chairman	9354322441
2	Madhu BAnsal	Vice-President	Head Mistress	9671131823
3	Gagandeep	Secretary	Teacher	9781835897
4	Manpreet Singh	Treasurer	Clerk	7888973409
5	Gursewak Singh	Member	Parent	9463507117
6	Rajinder Singh	Member	Parent	6283428694
7	Iqbal Singh	Member	Parent	8198851560
8	Amritpal Singh	Member	Parent	8559090270
9	Gurmeet Singh	Member	Parent	9464596514
10	Inder Kumar	Member	Parent	9354836131


Chairman

Headmistress
Satguru Public School
Village Kalalwala (Bt.)

Headmistress



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail: spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

Ref No. _____

Date: _____

CONSTITUTION OF PARENT TEACHER'S ASSOCIATION (P.T.A.)

The Association shall be known as Parent Teacher's Association.

AIMS & OBJECTIVES:

A) General aims and objectives of P.T.A. shall be:

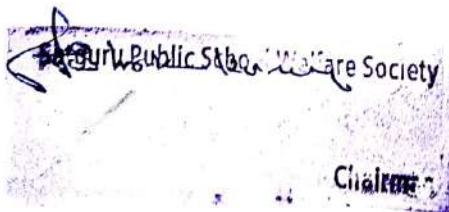
1. To make parents share the responsibility along with the teachers for better education Standard and moral, social and Physical Development of the Students and betterment of the school.
2. To forge better understanding through exchange of views between the teachers and parents regarding educational and other connected problems.

B) Specific objectives of P.T.A. shall be:

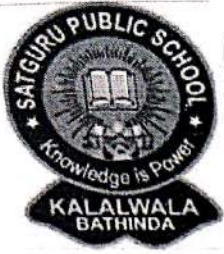
1. Character building of the students.
2. To create awareness among the parents regarding the need and importance of including the habits of punctuality, regularity in attendance and cleanliness in their wards.
3. Diagnose of educational backwardness and need for adopting remedial measures in time.
4. Providing better infrastructural facilities such as furniture, electric fans and building etc. to students.

MEMEBERSHIP:

The membership of P.T.A. shall be open to all the parents/guardians of the students and members of the staff of the school subject to his/ her swearing the prescribed Pledge of P.T.A.




Headmistress
Satguru Public School
Village Kalalwala (Bti.)



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail: spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

OFFICE BEARES:

A) The following shall be the office bearers of the Association:

- | | |
|---------------------------|-----------|
| 1. President | Elected |
| 2. Secretary | Nominated |
| 3. Joint Secretary | Elected |
| 4. Treasurer | Nominated |
| 5. Member | Elected |
| 6. Member | Elected |
| 7. Officio Vice President | Nominated |

B) The Principal of the school shall be ex-office Vice-President of P.T.A.

C) The Secretary & the Treasurer of P.T.A. shall be nominated amongst the members of the staff by president in consultation with the Vice President.

D) Except the Vice President, the Treasurer and the Secretary, all the office bearers and members of the Executive Committee shall be elected at the time of the Annual General Meeting.

EXECUTIVE COMMITTEE:

There shall be an Executive Committee of P.T.A. to carry out the day to day working of the Association: Consisting of 10 members (with at least three from among the teachers) besides office bearers except the Auditor.

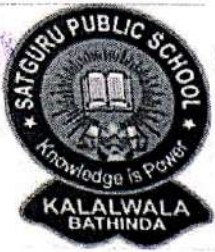
TERMS OF THE OFFICE BEARERS:

The office bearers and members of the Executive shall hold office till election which will be held in the month of September/October every day.

QUORUM FOR MEETINGS:

Satguru Public School Welfare Society
Shobhi Kumar
Chairman

Banul
Headmistress
Satguru Public School
Village Kalalwala (Bti.)



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail: spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

1. The quorum for the meeting of the Executive shall be 1/3 of the members.
2. In the absence of the President and the Vice President, the members will elect any member from among those present to preside over the meeting.

DISQUALIFICATION:

Any member of the Executive committee, who absents for three consecutive meetings without any reasonable cause, shall cease to be a member. Information to this effect shall be conveyed to the member concerned.

FILLING IN OF VACANCIES:

Any vacancy in the Executive committee of office bearers may be filled in by the Executive Committee but the term of such members will end with other members.

MEETING OF THE EXECUTIVE:

Ordinary: Ordinary meetings of the Executive Committee will be held on 2nd Saturday of every month.

Extraordinary: An Extra-Ordinary Meeting of the President or on requisition by 1/3 members of the executive for any urgent matter of business, by giving one-week notice.

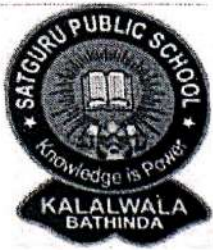
MEETING OF THE GENERAL BODY:

1. The meeting of general body of the Association shall be held at the time of the election every year. The Annual Report the balance sheet for the preceding year shall be presented at the meeting,
2. A General Meeting can be called by the Secretary whenever desired by the President by giving one week notice.

Satguru Public School Welfare Society

Chairman


Headmistress
Satguru Public School
Village Kalalwala (Bti.)



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail: spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

3. A General Meeting shall be called within a fortnight on receipt of a written requisition signed by The President of the Association.

DECISION IN MEETING:

Decision in the meeting of the Executive and the General body shall be by majority of vote. In case of a tie the President shall have casting vote.

FINANCES:

The Funds shall be raised through:

1. Subscription
2. Donations

Every member of the association shall be Pay Rupees two subscription for the year. The Funds shall be deposited in a signature of the Vice President.

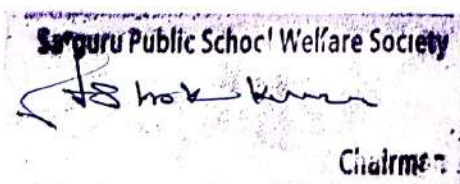
EXPENDITURE:


The funds may be utilized for:

1. Helping the brilliant/ needy students (for purchase of books or other requirement of necessity) this shall however be subject to the approval by the executive on the recommendation of the Principal.
2. Awarding prize to the students.
3. Any other purpose beneficial to the students committee/ association as approved by the executive.

The Vice President shall have power to spend up to Rs.200/- in a month and the president up to. 500/- in a month in anticipation of Executive approval.

AMENDMENTS OF THE CONSTITUTIONS:




Headmistress
Satguru Public School
Village Kalalwala (Dist.)



SATGURU PUBLIC SCHOOL

RAYIA TO KALALWALA ROAD

E-Mail: spskalalwala@gmail.com Contact No. 9671131823 9354322441 Rec. No. 573

Any amendments of the constitutions shall be made in the General meeting only, by majority of votes, provided, they are not less than 2/3rd of total members of the association.

PLEDGE

I, _____ (name of the member) hereby swear in the name of God solemnly that I shall do all I can for the achievement of the objectives of the P.T.A and shall owe true allegiance to its constitution. I shall faithfully carry out the duties, which delve on me in my capacity as a member of this Association.

Student's Name:

Signature: _____

Class & Sec.

(Name & Address)

Roll No.

(In case of parent- member mention the name & class & roll no. of the student)

John Kumar

H. Sonal

Bansal