

D.A.V. PUBLIC SCHOOL, THANE

SESSION: 2025 - 2026

EXECUTIVE COMMITTEE FORMATION REPORT- 2025

TOPIC – Parent Teacher Association 2025-26

DATE: Saturday, 21st June 2025 & Sunday, 29th June 2025 &

5th July 2025

TIME: 10.00 am -11.45 am. Preprimary section, 12.00 noon – 3.00 pm Primary Section and 11.00 am to 12.30 pm 5th July 2025

Venue: D.A.V. PUBLIC SCHOOL, THANE

RESOURCE PERSON'S NAME: D.A.V. PUBLIC SCHOOL, THANE



The Executive Committee is an integral part of the school management. It is a non-profit, non-political and non-sectarian organization made up of school staff and parents. The function of the Executive Committee is to support the school in the development and improvement of the students in all possible ways.

DAV PUBLIC SCHOOL, THANE initiated the formation for the same, for the year 2025-26 by sending a circular inviting the parents to be a part of this prestigious committee. The circular mentioned every important point which cleared the **(Frequently Answered Questions)** FAQ of parents who would nominate their name willingly.

ELECTION PROCESS:

The process of election for the Class Representatives, who would be members of the Executive Committee, would be conducted on the PTM (Parent Teacher Meeting) day, as per the schedule given in the circular.

➤ STEP I

For the **Preprimary section Sr.KG Class** - Parents who were interested in being a member of the Executive Committee could nominate themselves for the same by enrolling their candidature on the given Google Link by Thursday 19th, June 2025.

Google Form Link: <https://forms.gle/6v6ZeDvD2uRhNCUs7>

The enrolled candidates were asked to prepare an introductory video of themselves with a duration of 1 minute. This video had to be shared by them with the respective class teachers by Friday 20th, June 2025. No entries would be accepted later for any reason.

➤ STEP II: Election for the Preliminary Phase

The PTA body would initially require the election of two representatives (one male & one female) from each division of Sr KG to Std X and one representative each from Std. XI and Std. XII through a fair process in the presence of the parents of the respective division.

The parents of each section and division were given ballot papers to write the name of their chosen candidates (parents too), who introduced themselves and said why they were fit to be the representative of the class. Everyone listened to them carefully and gave their vote on the ballot paper given to them. They then, put their ballot paper with name of their choice inside the two boxes one for the **Male candidate** and one for the **Female candidate**. After this process the votes were counted by two parents who were invited as witness to count the votes in front of the class teachers and all other parents present in the room and signed the given form after filling all the details in the form given to them. They had been congratulated by all for getting the highest number of votes. The teachers collected their class election form and handed it to their **section coordinators**, who in turn put it in front of our respected **Principal Madam, Mrs. Simi Juneja**. By this time all the elected candidates of each section and each class were requested to wait for the result. **Madam Principal** along with section coordinators counted the votes and the final candidates were chosen and informed.



STEP III: FORMATION OF THE EXECUTIVE COMMITTEE

The Parent Representatives to be elected for the Executive Committee will comprise of the elected candidates from the Preliminary Phase, with the highest number of votes or will be elected through a draw (as per the situation).

The Executive Committee would be headed by the Principal as the President and the Secretary selected from the school staff. The Vice President and Joint Secretary will be elected from the Parent Representatives of the Executive Committee.

The PTA body comprises 50% Parent Representatives and 50% Teacher Representatives.

Details of the Committee Composition:

Classes → 13 (Sr KG to Std 12)
Teacher Representatives → 24 (2 each from classes up to X & One each from Std. XI & XII)
Parent Representatives → 24 (1 male & 1 female from classes up to X and one each from Std XI & XII)

The Parent Representatives of all classes were asked to be present on Saturday 5th July for further proceedings of PTA formation. The time for the same was given clearly 11:00 am to 12:30 pm.

On the 5th of July, the process of Election of the final candidates was done in the Conference Hall applying the fair method and the candidate was elected as per the highest vote received. Madam lit the lamp as per our culture and parents were invited for the same. Gayatri Mantra was sung, and the program began.

While counting of votes were going on **President of the PTA Committee, Madam Principal Mrs. Simi Juneja**, addressed the gathering and discussed the following major points:

- **No Gender Discrimination**
- **Cleanliness of the washrooms**
- **School Transport**

Then **Madam Juneja** invited the PTA members to give their names to the following committees:

- ❖ **Health and Hygiene**
- ❖ **Transport**
- ❖ **Cultural Programs**
- ❖ **Discipline**
- ❖ **Trips and Tours**

The result of the election procedure was announced and **Dr. Vithoba C Sawant** was elected as the **Vice President** and **Ms. Anuja Kapole** was elected as the **Joint Secretary** of the **Parent Teacher Association**.

Everyone heartily congratulated them, and they took an oath that they will serve the purpose with full sincerity and alertness which would benefit **DAV. Public School, Thane**, along with **President of the PTA Committee, Madam Principal Mrs. Simi Juneja**.





All the elected members too, pledged their full cooperation and support for all educational initiatives and endeavors. The school then extended a note of thanks to all the parents for their wholehearted support always for all activities of the school. Also anticipating cooperation for the given endeavors. Thank you to all the management team who worked together for the success of the event. Refreshments were served to all.

The school then extended a note of thanks to all the parents for their wholehearted support always for all activities of the school. Also anticipating cooperation for the given endeavors and the event concluded on a positive note with Shanti Path.

The new Executive Committee shall be working for the Academic Year 2025-2026.



**President of the PTA Committee,
Madam Principal Mrs. Simi Juneja.
2025 - 2026**

**Dr. Vithoba C. Sawant Vice President &
Ms. Anuja Kapole the Joint Secretary of
the Parent Teacher Association 2025-2026**
