

PSG PUBLIC SCHOOLS, COIMBATORE - 641 004.

MINUTES OF JULY 2023 PTA EXECUTIVE COMMITTEE MEETING

Date: 15.07.2023

Time: 8:30 am – 9:45 am

On July 15th, 2023, between 8:30 and 9:45 a.m., the PTA Executive Committee meeting was conducted. The meeting was attended by the Principal, Vice principal, Headmistress, Vice president, Secretary, and the following executive committee members.

CLASS	NAME	PORTFOLIO
UKG	Dr.T.Karthik	CLASS REPRESENTATIVE
II	Mrs. Anjum Ara	CLASS REPRESENTATIVE
III	Mr. S. Inbharajan	CLASS REPRESENTATIVE
IV	Mrs.Jeyasuriya	CLASS REPRESENTATIVE
V	Mrs.S.Banupriya	CLASS REPRESENTATIVE
IX	Mrs.R. Shobana	CLASS REPRESENTATIVE
X	Mrs.D. Kousalya	CLASS REPRESENTATIVE
XI	Mr. K. Ravi	CLASS REPRESENTATIVE
XII	Mr. P. Ramachandran	CLASS REPRESENTATIVE

The following members were not able to make themselves available.

CLASS	NAME	PORTFOLIO
LKG	Mrs.M.Meenakshi	CLASS REPRESENTATIVE
I	Mrs. N. Sunanda	CLASS REPRESENTATIVE

VI	Dr.G.Brindha Sankaran	CLASS REPRESENTATIVE
VII	Mr.G.Sathish Kumar	CLASS REPRESENTATIVE
VIII	Dr.P. Nallasamy	CLASS REPRESENTATIVE

The meeting commenced with a prayer by grade 5 children.

The following points were discussed in the meeting:

LKG Parent Representative:

- Expressed gratitude for the celebration of Kamarajar's birthday at our school. It was heartening to see the efforts put into organizing the event and instilling the values that Kamarajar stood for. We believe that it is important to remember that his birthday is not just a one-day event but an opportunity to embody his values throughout the year.
- Appreciated all the teachers and workers involved in this endeavor, for the care taken and attention given by ensuring students eat their lunch and the healthy eating habits.

UKG Parent Representative:

- Appreciated the class teachers and Tamil teachers for the efforts in ensuring the academic progress and overall development of our students. Their dedication, commitment, and passion for teaching are truly commendable.
- Suggested to increase the frequency of PE sessions.
- Observed that the milk supplied to the kids is served at a slightly high temperature. It is important to ensure that the milk is served at an appropriate temperature to avoid any discomfort.

Headmistress's reply:

- Regarding the temperature of the milk, our procedure is to pour the milk into a large vessel and allow it to cool down before serving it to the children. I will ensure that the staff responsible for milk distribution takes extra care to cool it adequately before serving it to the children.
- In terms of the number of PE periods for KG kids, I understand your desire for more physical education opportunities. However, due to various constraints in the timetable, it is not feasible to increase the number of PE periods.

Grade 1 parent representative:

- It's commendable that the Principal and Headmistress are actively monitoring traffic and promoting road safety. Encouraging parents to wear helmets is an important step in ensuring their safety while commuting.
- Requested to send the timetable for the class.
- The teachers' efforts in teaching our children about the importance of eating fruits are highly commendable.
- She expressed her gratitude for the activity and worksheets that are provided by the teachers. These resources are incredibly valuable in reinforcing the concepts taught in the classroom and promoting active learning.

Principal's reply:

- As the flyover construction nears completion, we anticipate that the construction for the Metro will soon commence. It is crucial that we proactively plan and implement mechanisms to ensure the safety and well-being of our students, staff, and visitors during this period.

Grade 2 parent representative:

- Requested to consider revising the dismissal times for the Primary and Senior wings to minimize the time gap between their closures. This will ensure a more synchronized departure, reducing the waiting time for the students and their parents.
- Install GPS tracking systems in the school buses to provide real-time updates on their location.
- Review the weight of school bags carried by the children.

Headmistress's reply:

- The dismissal time cannot be changed as we follow the earlier timing(i.e.) 3:40 p.m.
- Point taken regarding bag weight.

Principal's Reply:

- Regarding the GPS tracking system, it is not possible, because we are using common PSG transport.

Grade 3 Parent Representative:

- Requested to maintain the cleanliness and hygiene of the washrooms.

- Requested support in providing additional assistance and resources for students who may require extra help or who are progressing at a slower pace.
- Foster an environment that encourages conversations in English. While multilingualism is valuable, it is essential for students to develop their English language skills.
- A teacher speaks in her native language.

Headmistress's Reply:

- Effort has been taken to improve the performance of the average and below average children by all the subject teachers. Additional work has been assigned to them through Whatsapp, Google classroom etc.

Grade 4 Parent Representative:

- Appreciated the dance performance at the Vana Mahotsav Celebration.
- By incorporating math games into the lessons, teachers have successfully made the subject more enjoyable and accessible for our children.
- Requested to arrange short trips for educational tours.

Grade 5 Parent Representative:

- She thanked the Headmistress for the opportunities and support given again as a PTA representative.
- Appreciated the class teachers for efforts taken in ensuring the academic progress and overall support of our children.
- It's great that Math and Tamil additional homework is going to the average and below average performers. Thanks to Mrs.R.B.Jayanthi(Tamil) and Mrs.N. Sarala(Math) teachers.

Headmistress's Reply:

- As a CSR activity we have arranged a trip for the grade 5 children to visit PSG High School, Vedapatti. Children engaged in activities such as drawing and poem recitation. Participating in such activities can indeed help students develop leadership qualities and foster cultural learning.
- It was great that the students had the chance to play games and enjoy themselves during the trip. Fun and interactive experiences like these can make the educational journey even more memorable.

- Children of grade 3 to 5 are eager for the next trip. We have another field trip coming Friday(21.07.2023). Visiting Kallar will be an exciting opportunity for them.

Grade 1 to 5:

- They were concerned regarding the quality of socks.

Headmistress's Reply:

- Regarding the quality of socks, if there are any specific concerns, please inform the class teacher or the concerned staff, and they will arrange for the replacement.

Grade 6 Parent Representative: (Message sent through the Whatsapp)

- Many worksheets were posted via Google Classroom and students were not able to complete them in time.

Principal's Reply:

- Necessary steps will be taken regarding that matter. He also mentioned that in Grade 6 children are carrying more books in their school bags which weigh around 15 kg and it might cause serious health issues and backbone related problems.

Grade 7 Parent Representative:

- Requested to pay more attention for Hindi classes as children are finding difficulties in learning and scoring marks in the tests.

Grade 8 Parent Representative:

(Message received through the Whatsapp)

- Students are not able to find time for regular learning as they are getting more written work.

Grade 9 Parent Representative:

- Appreciated teachers for the teaching methodology used in remedial classes. Requested to use the same methodology in regular classes also.
- Parents thanked the principal and NCC master for arranging the NCC camp. They also mentioned that the students learnt good habits and values during the camp.

- Parents are happy about the flipped classrooms. Also, they wanted to know the effectiveness of flipped classrooms.
- Mathematics classes were taken in bilingual, both Tamil and English. Some of the concepts were not clearly taught and the children are learning by themselves.
- In Physics the same questions were given for both the classwork and homework. Some questions given as homework were not taken in the classroom.
- Appreciated the Tamil teacher for her excellent teaching and the kind of assignments given to the students. Students were given the opportunity to think out of the box.

Principal's Reply:

- Remedial classes were taken only for the students who needed special attention. They were trained after testing their Multiple intelligence. So the methodology cannot be applied for regular classes.
- Flipped classrooms are a worldwide phenomenon now. It could take some time to get acclimatized as it is new to our system. It develops independent learning, enables deeper understanding as the child can go through the same concept any number of times and the students who are absent do not fall behind.
- Assignments are given to think out of the box to develop higher order thinking skills. Therefore, there is nothing wrong with assigning homework from a different angle. Anyway necessary actions will be taken if it was assigned without teaching the concepts.

Grade 10 Parent Representative:

- Appreciated principal for arranging field trips for all classes. Thanked the teachers for their effort and care taken for the successful field trips .
- Parents requested more revision for Mathematics and Science as many students scored less marks in the monthly test June 2023.
- Classes were taken just by projecting the ppt in Social science. The teacher needs to use a different methodology.
- Key points and short notes could be given for subjects like Mathematics , Science and Social science.
- Whether the homeworks and extra activities could be reduced for the students of Grade 10.
- Parents are worried as the sums were given without teaching the concepts in Physics.

Principal's Reply:

- Revision would not be given for monthly tests as more time is needed to complete the curriculum.
- In a day, homework is assigned only for 2 subjects. It would be easy for the students to complete the same.
- The complaints related to Social science and Physics would be checked and solved.

Grade 11 Parent Representative:

- Parents were concerned about teaching methods used in Physics & Chemistry. Students were not able to understand the concepts clearly.
- Would the parents be allowed to talk with subject teachers?
- Requests were made to cancel the extended classes during Saturdays.
- Parents were also worried about the special classes on Saturdays as their children had already joined private coaching classes for JEE and NEET.
- Whether JEE/NEET coaching could be given from the school?

Principal's Reply:

- In class 11, Students can understand Biology easily when compared with Physics and Mathematics. Floral diagrams and families of different species of plants are not there in the syllabus. In Physics, numerical problems have derivations which are related to Mathematics. To understand the derivations the student should know mathematical concepts. Hence it is difficult for them to understand the derivations. In class 11, children need to build concepts from the fundamentals. Teachers need more time to address the learning gaps. Therefore we made all Saturdays as working days.. Also, we have collected feedback from students to solve these problems.
- Parents are permitted to talk with the teachers between 3:45 pm - 4:15 pm. .
- Attendance is mandatory for all the students for Saturday classes. The development will be more when we engage the students more. If needed online classes will be conducted. Curriculum will be completed in time. Even after conducting many extra classes, it is difficult to get sufficient number of periods as per CBSE allotment. Our total number of working days comes around only as against 220 working days prescribed by CBSE. .
- Schools are accountable for the results whereas coaching centers are not, though the success rate of the coaching classes are less. A child needs holistic development. Schools cannot run like coaching centers. Surprise tests will be conducted during Saturday classes. Averages of class 12th have fallen last year. So measures are taken to increase the class average and top scores as entry for higher education is based on marks only.

Grade 12 Parent Representative:

- Requested to see the possibilities of distributing the uniforms according to the requirements of students as many students have unused uniforms distributed in the previous years.

Principal's Reply:

- The school is not collecting any extra charge for uniform kit. And it cannot be distributed as retail shops. Either the parents need to procure materials separately from the suppliers or they need to get the full kit from the school. If surplus uniform materials are there, then parents can make arrangements to collect and donate to the needy people.

PSG PUBLIC SCHOOLS, COIMBATORE - 641 004.

MINUTES OF AUGUST 2023 PTA EXECUTIVE COMMITTEE MEETING

Date: 19.08.2023

Time: 8:30 am – 9:45 am

On July 19th, 2023, between 8:30 and 9:45 a.m the PTA Executive Committee meeting was conducted. The meeting was attended by the Principal, Vice principal, Headmistress, Vice President, Secretary, and the following executive committee members.

CLASS	NAME	PORTFOLIO
UKG	Dr.T.Karthik	Class Representative
II	Mrs. Anjum Ara	Class Representative
III	Mr. S. Inbharajan	Class Representative
VI	Dr.G.Brindha Sankaran	Class Representative
VII	Mr.G.Sathish Kumar	Class Representative

VIII	Dr.P. Nallasamy	Class Representative
IX	Mrs.R. Shobana	Class Representative
X	Mrs.D. Kousalya	Class Representative
XI	Mr. K. Ravi	Class Representative
XII	Mr. P. Ramachandran	Class Representative

The following members were not able to make themselves available.

CLASS	NAME	PORTFOLIO
LKG	Mrs.M.Meenakshi	Class Representative
I	Mrs. N. Sunanda	Class Representative
IV	Mrs. Jeyasuriya	Class Representative
V	Mrs. Banupriya	Class Representative

The meeting commenced with a prayer by senior school children.

The following points were discussed in the meeting:

LKG Parent Representative:

The message was passed on to the PTA Secretary (Mrs.N.Sarala) in the absence of the PTA representative.

- No issues were raised.

UKG Parent Representative:

- Appreciated the Management, the Headmistress, students and teachers for the grand celebration of both the Kiddies Meet and Independence Day.

Grade 2 Parent Representative:

- She extended her gratitude for the Kiddies Meet and Independence Day celebration.
- The children had a wonderful opportunity to explore during the field trip to the GD Car Museum and the Traffic Park. Expressed their happiness that all the children enjoyed.
- She mentioned that parents are eagerly waiting for the results of the Tamil recitation competition

Headmistress's Reply:

- Point noted regarding the announcement of the Tamil Recitation competition.

Grade 3 Parent Representative:

- Expressed his appreciation to the management, the headmistress, teachers and students for the wonderful Kiddies Meet event. In particular, he commented on the housekeeping team, those who diligently cleaned the grounds by picking up stones and grass with their hands. Parents and students enjoyed the day.

Grade 4 Parent Representative:

- The message was passed on to the PTA Secretary (Mrs.N.Sarala) in the absence of the PTA representative.
- She suggested us to provide training sessions for the kids who are participating in SOF, OLYMPIAD, and Spell Bee competitions. These sessions could be scheduled on Saturdays for about an hour per class. This would be highly beneficial for the children, as it would help them learn more effectively and enhance their performance in these competitions.

Headmistress's Reply:

- She replied that suggested training sessions are not possible.

Headmistress informed that, the children of grades 4 and 5 are visiting an agriculture farm at Idikarai. During this trip, they will learn about the growth of crops, gain insights of the challenges faced by people working in the fields, and understand the time taken for the crops to mature. This visit will provide them with some knowledge on agriculture.

Grade 6 Parent Representative:

- Parents appreciated the revision given for the month of July. Parents asked about the frequent change in timetable.

- Notebooks and textbooks are missing from students' place in 6th std. Can the students be allotted permanent seating in the classroom?

Principal's Reply:

- Based on the requirements of class, timetables need to be changed. Now the school is offering Hindi as a second language for classes 6 to 10. Most of the schools are not aware of this and our school has initiated as soon as the GO was released. This information can be forwarded in the parents group also so that more parents become aware of this change.
- Students will be sitting in a rotation and it is our school norm hence permanent seats cannot be allotted to the students . Anyhow the issue is noted and necessary steps will be taken to solve it.

Grade 7 Parent Representative:

- Parent representative requested more practice for reading skills in Hindi.
- Can Infrastructure development be shared with parents?

Principal's Reply:

- Toilets are revamped completely. One more floor will be soon renovated.
- Two toilets exclusively for the children with special needs will be constructed soon.
- Infrastructure development can be shared with the parents.

Grade 8 Parent Representative:

- Parent representative requested a reduced time duration for sports day events.
- He also requested for a revision before exams especially for subjects like Mathematics.
- Enquired about the selection process made for KSSC sports events.
- Can more periods be allotted for science labs?

Principal's Reply:

- Principal said that the issue is already brought to notice and efforts will be made to wind up the sports day at 12.30 pm.
- Revision before exams are not possible as teachers need to finish the curriculum.

- Students are selected for each event based on their performance in inter house and inter school events. We have standard norms to select the students. Selection is not done irrationally.
- Labs are occupied by 11th & 12th std students. But already we have taken steps to incorporate more lab periods.

Grade 9 Parent Representative:

- Can special classes be arranged for Maths and Science subjects?
- Theory classes are more in number and only notes were given for exams in IT.
- Parents raised their concern about the availability of snacks and refreshments during the sports day.
- Can healthy snacks be provided for children?
- Why were the students made to sit outside when they have brought unhealthy food?
- Parent representative enquired about the status of LMS.

Principal's Reply:

- Special classes cannot be conducted for grade IX.
- The school is planning for a new IT lab. Interactive softwares is already purchased. We are also developing a Math lab and Language lab. Presently the lab is occupied by senior children. So lower class students are not able to use it at present. Once the new lab is ready children will be taken to the lab regularly for IT Class.
- Regarding refreshments on sports day, the point is already taken into consideration. Steps will be initialized for setting up stalls during such school events. Fresh juice, fresh fruits can be made available.
- We have limited space in the canteen. We have started to provide healthy snacks.
- Parents should give healthy food for lunch and the school will give a menu for the same.
- LMS is almost in the last stage. 30% more cost was asked for AMC. But now the vendor has given assurance that it will be implemented soon as per our needs.

Grade 10 Parent Representative:

- No issues raised.

Grade 11 Parent Representative:

- Parents have little concern over chemistry classes. Children find it difficult to understand the concepts.

- The teacher can confirm with students whether they have understood the concepts or not after the classes are taken.

Principal's Reply:

- The points were noted and necessary steps will be taken to solve the issues.

Grade 12 Parent Representative:

- Parents are concerned with the Physics class and the teacher. Can the class be improved?
- As the teacher had been handling the state board syllabus, can she teach the portions for CBSE?
- Parents are concerned with the siblings who are studying in lower class.
- Can food be provided for students of class 10 & 12th as they are coming very early for special class?

Principal's Reply:

- Steps have been taken to meet the learning gaps. Adequate measures were taken and the issue was brought to the notice of the concerned teacher also. New teacher may take some time to settle into the new environment. If the teacher quits then the situation will become worse.
- Regarding the teaching learning process , whether its state board or ICSE the concepts are the same, only the pedagogical process changes.
- The attrition rate of teachers has been high for the last four years. The teacher has a good number of years of experience in teaching and even she has taken feedback from the students to reflect her teaching and to check the level of understating of students. The school is very much concerned about this particular issue but has certain constraints also. Beyond a particular point the teacher cannot be pressurized.
- It is difficult to provide morning breakfast to the students of Grades 9 to 11 during morning special classes as the school is not running a canteen. We need to order priorly to provide the same. Also the canteen staff are not PSG staff.

General comment:

Parents appreciated the successful conduct of Annual Sports Meet, Kiddies Meet and Independence Day celebrations.

PSG PUBLIC SCHOOLS, COIMBATORE - 641 004.

MINUTES OF NOVEMBER 2023 PTA EXECUTIVE COMMITTEE MEETING

Date: 17.11.2023

Time: 8:30 am – 9:45 am

On November 17th 2023, between 8:30 and 9:45 a.m the PTA Executive Committee meeting was conducted. The meeting was attended by the Principal, Vice principal, Headmistress, Vice President, Secretary, and the following executive committee members.

CLASS	NAME	PORTFOLIO
LKG	Mrs.M.Meenakshi	Class Representative
UKG	Dr.T.Karthik	Class Representative
I	Mrs. N. Sunanda	Class Representative
IV	Mrs. Jeyasuriya	Class Representative
X	Mrs.D. Kousalya	Class Representative
XI	Mr. K. Ravi	Class Representative
XII	Mr. P. Ramachandran	Class Representative

The following members were not able to make themselves available.

CLASS	NAME	PORTFOLIO
II	Mrs. Anjum Ara	Class Representative
III	Mr. S. Inbharajan	Class Representative
V	Mrs. Banupriya	Class Representative
VI	Dr.G.Brindha Sankaran	Class Representative

VII	Mr.G.Sathish Kumar	Class Representative
VIII	Dr.P. Nallasamy	Class Representative
IX	Mrs.R. Shobana	Class Representative

The following points were discussed in the meeting:

LKG Parent Representative:

- Suggested to have a change in the uniform pattern, particularly girls.
- The quality of the socks was not satisfactory.

Headmistress's Reply:

- We experienced an issue with the socks this year from our regular supplier. We are replacing them if they are torn or damaged.

UKG Parent Representative:

- Appreciated all the teachers for their dedication and efforts taken for the success of Children's Day celebration.
- The academics are progressing smoothly.

Grade 1 Parent Representative:

- Expressed heartfelt appreciation for a wonderful Children's Day celebration. They thanked the management and teachers for their dedicated efforts. A special mention about the delightful costumes that added to the joyous occasion. They thanked for the thoughtful planning and the commitment of the teachers.

Grade 2 Parent Representative:

- The message was passed on to the PTA Secretary (Mrs.N.Sarala) in the absence of the PTA representative.
- To enhance English communication skills, encourage students to converse in English amongst children.
- Requested that daily homework has to be written in the school diary. This ensures accountability either through parental supervision or personal completion.

Especially for children whose parents arrive late after work. Emphasize minimizing dependence on gadgets for homework.

- Requested to keep hand wash near washrooms.
- Appreciated the collective efforts for a successful Children's Day celebration.

Grade 4 Parent Representative:

- Expressed appreciation for Children's Day and it was truly a joyful occasion for the children.
- They have observed an issue with the water dispenser, as there is an unpleasant smell. Requested us to look into this matter and ensure that it is solved promptly.

Headmistress's Reply:

- Regarding the water dispenser, we promptly contact the person in charge, and they have already checked and solved the issue.

Grade 5 Parent Representative:

- The message was passed on to the PTA Secretary (Mrs.N.Sarala) in the absence of the PTA representative.
- The recent excursion to Kolkata, organized by Mrs.Velumani(Headmistress) and the teachers, have given our students new experiences like being independent, being with friends, traveling, sharing, and caring for a sound mind and social well-being.
- A heartfelt thanks to the Headmistress for making this trip a memorable one.
- Mrs.S.Kavitha, Social Science teacher, created a virtual trip for parents to accompany their kids, and we appreciate her for this thoughtful initiative.
- They appreciated Mrs.N.Sarala, Math teacher, dedication to the math subject is acknowledged, especially her initiative of sending two math problems everyday not only for remedial students but also for average students.
- Appreciated the well-organized children's day celebration and mentioned the initiative of students reading the annual report was the highlight of the program.
- They thanked all those who were involved in these enriching activities.

Grade 6 Parent Representative: (Message received through whatsapp)

- No issues raised.

Grade 7 Parent Representative: (Message received through whatsapp)

- No issues raised.

Grade 8 Parent Representative: (Message received through whatsapp)

- Parent representative raised a concern about giving more homework and written work to students. He mentioned that the HW schedules are often posted very late in the whatsapp group.
- He requested for more practicals to be given for the subject Information Technology.
- Suggestion for Cricket coaching among students was also recommended by him.

Principal's Reply:

- Principal replied that the homework is given as per the Homework schedule and children must strictly adhere to the homework timetable. It will be ensured that the remainder for homework also will not be given through whatsapp hereafter.
- Steps have been taken for conducting more practical IT classes. The points were noted and necessary steps will be taken.
- Principal said that the point was noted regarding the cricket coaching.

Grade 9 Parent Representative: (Message received through whatsapp)

- No issues raised.

Grade 10 Parent Representative:

- Parents are concerned about the curriculum coverage and whether the curriculum will be completed in time.
- She raised a request whether the Split up 2 test can be conducted on alternative days.
- She brought to the notice of the Principal that the textbooks and homework notebooks are often missing and whether cameras can be installed to monitor the students in classrooms.

Principal's Reply:

- Adequate measures have been taken for completion of the curriculum in time. The status of completion of the curriculum was reviewed and rescheduled. The curriculum will be completed by the end of November. A new plan has been initiated in order to improve the pedagogical process. The Heads are monitoring and observing the classes of teachers periodically. Homework and classwork notebooks are checked to monitor the quality of correction. Also, necessary feedback is given to the teachers.

- To conduct split up 2 tests on alternative days is not possible as there is no adequate time.
- Principal said that concern regarding missing notebooks was brought to his attention and even some practical record notes were also missing. Regarding the installation of cameras inside the classroom, it might result in loss of privacy and as of now there is no necessity for that. Instead of monitoring and warning, honesty among students is to be encouraged and inculcated.

Grade 11 Parent Representative:

- Parent representative raised the concern over school hours being too long and requested for the reduction of time duration.
- He also requested whether at least 2 Saturdays be considered holidays.
- He questioned whether the test papers should be signed by parents and submitted to the teachers the very next day or can they be kept with parents for checking and analyzing the performance of their children in detail.

Principal's Reply:

- The concern was noted but the volume of curriculum is more. Curriculum cannot be completed in time if the school hours are reduced.
- It is not possible to provide 2 Saturdays as holidays. Also Summer vacation will be given in the month of April and the entire month of May will be considered as working days for the upcoming batch of Grade XII.
- As there is no guarantee that the test papers are seen and signed by parents it is made mandatory that the papers are signed and submitted the next day itself. However the point is noted and it will be reviewed and considered.

Grade 12 Parent Representative:

- Parent representative appreciated the effort of the students for their contribution to the academic exhibition and Annual day.

Principal's Reply:

- Principal appreciated the Student Innovation Council team for their exhibits in the AI Room.
- Principal also said that the students' talents are recognised and the students were sent to various hackathons. The Children have developed various apps and presentations using AI. Students are also working on drones.

General comment:

Parents appreciated the successful conduct of Annual day, Children's Day and Academic exhibition. Parents also extended their thanks and appreciation for the teachers on the successful conduct of Annual day.

General comment by the Principal:

- New IT lab, Maths lab, and Language lab are almost completed with all necessary hardware, software and furniture.
- Incinerators are fitted, napkin vending machines are also fully functional.
- Career counseling programmes are conducted especially for 12th std students. Various delegates from different foreign universities and have also spoken about the courses offered at their universities. Prof. Ganeshan from PSG IAS (Institute of Advanced Studies) conducted an orientation class on studying in foreign universities for the students of Grade XII.
- Grade 12th will be taken for a team building programme on 24th and 25th of November.
- Almost all practical records are over for the 12th grade. So no additional pressure will be placed on students now; they can focus more on preparing for their exams.
- Quality of water is being checked periodically. All the water doctors are under AMC and periodically monitored.

PSG PUBLIC SCHOOLS, COIMBATORE - 641 004.

MINUTES OF DECEMBER 2023 PTA EXECUTIVE COMMITTEE MEETING

Date: 14.12.2023

Time: 8:30 am – 9:45 am

On December 14th 2023, between 8:30 and 9:45 a.m the PTA Executive Committee meeting was held. The meeting was attended by the Principal, Vice principal, Headmistress, Vice President, Secretary, and the following executive committee members.

CLASS	NAME	PORTFOLIO
I	Mrs. N. Sunanda	Class Representative

II	Mrs. Anjum Ara	Class Representative
V	Mrs. Banupriya	Class Representative
VI	Dr.G.Brindha Sankaran	Class Representative
VII	Mr.G.Sathish Kumar	Class Representative
VIII	Dr.P. Nallasamy	Class Representative
IX	Mrs.R. Shobana	Class Representative
X	Mrs.D. Kousalya	Class Representative
XI	Mr. K. Ravi	Class Representative
XII	Mr. P. Ramachandran	Class Representative

The following members were not able to make themselves available.

CLASS	NAME	PORTFOLIO
LKG	Mrs.M.Meenakshi	Class Representative
UKG	Dr.T.Karthik	Class Representative
III	Mr. S. Inbharajan	Class Representative
IV	Mrs. Jeyasuriya	Class Representative

The following points were discussed in the meeting:

LKG & Grade 4 Parent Representatives:

The messages were passed on to the PTA Secretary, Mrs.N.Sarala by the representatives in their absence.

- No issues were raised.

UKG Parent Representative:

- No issues were raised.

Grade 1 Parent Representative:

- Parents can notice significant improvement in their children's academic performance, and they attribute this progress to the dedicated efforts of our teachers.
- Various events provide valuable experiences for the children, such as fancy dress and storytelling competitions. Simultaneously, if the results are communicated to parents, it will motivate our children to pursue further success.

Headmistress's Reply:

- The Headmistress responded that the results of the competition will be communicated through WhatsApp henceforth.

Grade 2 Parent Representative:

- She suggested to carry out the repairing work in the school park.

Headmistress's Reply:

- She replied that necessary steps will be taken to address the issue

Grade 5 Parent Representative:

- No issues were raised.

Grade 6 Parent Representative:

- Parent representative said that the concepts in mathematics need to be clarified more effectively especially for class 6A.
- She requested that chemistry concepts should be explained well and doubts should be cleared in the classroom.
- She raised concern over the missing Notebooks especially during exam time.
- She appreciated the Physics teacher for giving worksheets and they also extended their appreciation for uploading the notes in google classroom especially English notes.

Principal's Reply:

- Points have been noted and necessary steps will be taken.

Grade 7 Parent Representative:

- Parent representative raised concern that the pants distributed to the boys of particular classes were not of good quality.
- He suggested Spoken English classes to be taken for Grade VII.
- Parents raised concern that the English teacher is conversing in Tamil. They were also worried that the Tamil teacher was not leaving the children during the break period.
- He enquired about the problems in the online fees payment system.
- Parents also requested that Hindi students need attention.

Principal's Reply:

- Principal replied that 12th standard students are not facing any issue regarding the pants and that they have been using these pants for a long time and the vendor is providing the same fabric for all students, not two different fabrics.
- He pointed out that the students are learning Communicative English.
- The online payment problem has been sorted out.
- Government has given approval for Hindi. But it will take some time for them to cope up with the new language. Necessary steps have already been taken to deal with this matter.

Grade 8 Parent Representative:

- Parent representative requested for the improvement of teaching Mathematics.
- He also requested that more worksheets should be given in Mathematics with answer keys.
- Parents are concerned that the students were writing classworks at home.
- He also asked the school to take necessary steps to develop newspaper reading habits among students .
- More map work to be given in social science.

Principal's Reply:

- Principal replied that the workbooks for mathematics were provided with synopsis and graded exercise from Grade VI to XII. Principal also said that the homework is usually given from the workbook. Since, these homeworks are corrected with appropriate feedback from the teacher, there is no need to give the answer keys.

- Some children are slow in writing hence they may write their classwork at home. Anyhow, the issue will be sorted out. Teachers should not tell the students to complete the classwork at home. The classroom must be inclusive and cater to the needs of diverse learners.

Grade 9 Parent Representative:

- Parent representative enquired about advancing the annual exam for 9th standard.
- She also voiced her concern about the Science and Social Science portions being completed in a hurry.

Principal's Reply:

- Principal replied that as the board timetable has been published, now there are plans to advance and reschedule the annual exams for Grades IX & XI. Grades VI to VIII will write their exams as per the calendar. The new academic year will begin in the first week of February 2024 for the present Grades IX & XI as we need more teaching periods to complete the curriculum in time.

Grade 10 Parent Representative:

- The parent brought to the notice of the Principal that the notebooks are often missing during exams and replaced after the exams.
- Parents appreciated the KSSC Sahodaya sports team.
- They also requested to upload repeated board questions of Social and Maths in google classroom as part of revision.

Principal's Reply:

- Points have been noted and necessary steps will be taken.

Grade 11 Parent Representative:

- The parent representative asked whether the chemistry teacher needs a different skill set as there is no improvement in her teaching methodology. He also suggested result analysis between two classes.
- Parents enquired about the launch of LMS.

Principal's Reply:

- Principal replied that the concern is not only for parents but also for the school. Adequate time and space was given for the improvement but there has been a

very little improvement seen. The teacher will be replaced if there is no positive change. He also said that it is all about knowledge, ability, skill and competency that matters and not the number of years of experience or board the (CBSE/State Board/ICSE/IB) one has taught.

- The principal said that the AMC for LMS has already been paid and all modules have been checked and it will be launched soon.

Grade 12 Parent Representative:

- Parent representative appreciated the KSSC sports activity.
- Also appreciated the steps taken to retain the students and teachers.
- Parents appreciated the career counseling provided to Grade XII and also praised the SWOT being given comprehensively.
- Parent representative requested that SWOT can be given to 10th standard students also.
- Parents offered best wishes to 12th and 10th standard students on behalf of PTA.

Principal's Reply:

- Principal responded that the career counseling was done scientifically.
- He also informed that one-on -one counseling was provided to the students along with parents.

General comment by the Principal:

- Due to the postponement of Split Up 2, Pre Board examinations the team building programme was rescheduled.
- De-stressing is very important for the students at this point of time. Children will be taken for a leadership programme where they will have team building activities, trekking, games and fun filled moments.
- Practicals will be conducted by mid January.
- Our School has constituted SQAAF implementation committees to maintain the quality in teaching learning process.
- Pedagogy and assessment must be inclusive.
- Individual curriculum plan to be made for each child.

Uniform and School Fee:

- The PTA Executive Committee requested the school to distribute the full set of uniforms.

- The PTA Executive Committee has agreed to increase 10% of the present school fee for the academic year 2024-2025.

PSG PUBLIC SCHOOLS, COIMBATORE - 641 004.

MINUTES OF MARCH 2024 PTA EXECUTIVE COMMITTEE MEETING

Date: 16.03.2024

Time: 8:30 am – 9:45 am

On 16th March, 2024, between 8:30 and 9:45 a.m the PTA Executive Committee meeting was held. The meeting was attended by the Principal, Vice principal, Headmistress, Vice President, Secretary, and the following executive committee members.

CLASS	NAME	PORTFOLIO
I	Mrs. N. Sunanda	Class Representative
VI	Dr.G.Brindha Sankaran	Class Representative
VIII	Dr.P. Nallasamy	Class Representative
IX	Mrs.R. Shobana	Class Representative
X	Mrs.D. Kousalya	Class Representative
XI	Mr. K. Ravi	Class Representative
XII	Mr. P. Ramachandran	Class Representative

The following members were not able to make themselves available.

CLASS	NAME	PORTFOLIO
LKG	Mrs.M.Meenakshi	Class Representative
UKG	Dr.T.Karthik	Class Representative
II	Mrs. Anjum Ara	Class Representative

III	Mr. S. Inbharajan	Class Representative
IV	Mrs. Jeyasuriya	Class Representative
V	Mrs. Banupriya	Class Representative
VII	Mr.G.Sathish Kumar	Class Representative

The following points were discussed in the meeting:

LKG Parent Representative:

The message was passed on to the PTA Secretary (Mrs.N.Sarala) in the absence of the PTA representative.

- The material of the socks is too thick, and the elastic bands around the waist on the pants are too tight. Requested for alternative options or adjustments.
- The quality of the bags is also not satisfactory. They asked for alternatives to improve their quality.
- Requested for Indian toilets for kids.
- Parents are extremely satisfied with the care provided by the class teacher, Mrs.Vaishnavi.K.R and the other teachers. They said that noticeable improvement in their children is solely attributed to the dedication and efforts of the teachers and expressed their heartfelt gratitude to them. Additionally, they extended their thanks to Mrs.Vinnarasi(Attender) for her love and care towards the children.

Headmistress's Reply:

- The quality of the bags is good and we have not received any complaints about the bags.
- We have a plan to upgrade the quality of socks for the upcoming academic year.

UKG, Grades II, III, IV & V Parent Representatives:

- The message was passed on to the PTA Secretary in the absence of the PTA representatives, and no issues were raised.

Grade I Parent Representative:

- Teachers play an inevitable role in shaping the minds and futures of our children. Their dedication, passion, and hard work are truly commendable. It's important to

recognize and appreciate their efforts in nurturing young minds and guiding them towards success. So, a big thank to all the teachers out there for their tireless commitment in educating and supporting our kids!

They requested for the reduction in school fee.

- Teachers, including the library instructor, are conversing in English as the medium of instruction. This consistent use of English throughout the school aims to immerse students in the language and enhance their proficiency. Yet, parents requested for the establishment of a spoken English class in school.

Headmistress's Reply:

- She replied that children are conversing in English at school. However, parents are conversing in their mother tongue at home, and consequently, children tend to follow it. Despite our encouragement for parents to practice English conversation at home, their cooperation has been minimal.
- A program for improving the English Language skill is followed in school and the parents are requested to follow the assigned work by the teacher. The teacher will also have a follow up.
- Regarding fees, we have revised the fee structure only after getting consent in the last meeting.

Principal's Reply:

- Regarding fees, we are aiming to enhance our infrastructure, offer increments, and provide competitive pay to our new teachers. To accomplish this, we find it necessary to revise our fee structure. We appreciate your understanding and support in this regard.
- We've recently established additional resources including a new computer lab and language software is installed to enhance students' phonics and pronunciation skills. These facilities aim to provide a comprehensive learning environment and improve overall language proficiency. We are excited about the new opportunities we bring to our educational program.
- According to the National Education Policy (NEP) 2020, teachers can instruct in Tamil, all the subjects. But we only use English as a medium of instruction in our school. This approach aims to promote proficiency in English languages among students.

Grade VI Parent Representative:

- No issues were raised. She thanked all the teachers for their efforts in the teaching learning process .

- Parent representative also mentioned that children take studies very seriously and have healthy competition among themselves.

Principal's Reply:

- Principal appreciated Grade VI students as their overall performance in the annual examination was very good.

Grade VII Parent Representative:

- Parent representative enquired about the performance and general behaviour of present Grade VII.

Principal's Reply:

- Principal replied that Grade VII needs scaffolding and guidance as it is the attention seeking age. Shuffling will be done when they go to Grade VIII to avoid groupism and other issues.

Grade 9 Parent Representative:

- Parent representative raised her concern over the teaching of Chemistry, Physics and Mathematics for the new Grade 10th.
- She also makes enquiries regarding the orientation programme for the new Grade X.

Principal's Reply:

- Principal replied that new teachers are recruited and they will be joining by the month of June.
- He also said that an induction programme will be conducted very soon for the new Grade X & XII. Also similar programmes will be conducted for Grade VI & XI.

Grade X Parent Representative:

- Parent representative thanked the Principal and the teachers on behalf of class 10 parents for the initiative taken by the school for the board examination.
- She also expressed her happiness as most of the Grade X Board papers were easy and children have done their exams fairly good.
- She regretted the decision of Grade X parents to withdraw their wards from the school.

- She enquired about the reopening date for Grade XI

Principal's Reply:

- Principal replied that the Board exam for Grade X was easy and students wrote well. He also mentioned that our school is expecting a better result in Grade X.
- Principal retorted back that inspite of giving seats to students, they have joined other schools at the last minute. So we have decided that provisional allotment of seats will be made mandatory for Grade X to Grade XI from the next academic year.
- School will reopen for Grade XI on 25th March, replied the Principal. He also mentioned about the vast changes made by the CBSE which will be rolled out soon from the next academic year.

Grade XI Parent Representative:

- Parent representative posed a question regarding the school timing.

Principal's Reply:

- Principal replied that there will be extra classes for Grade X and XII. Compared with CBSE allotment our school has less number of teaching hours, the principal added.

Grade XII Parent Representative:

- Parent representative thanked the Principal and Management for the encouragement and efforts taken for preparing the students of Grade XII for public examinations without compromising other extracurricular and cocurricular activities.

Principal's Reply:

- Principal also thanked the outgoing PTA president for his contribution and support . He appreciated him for managing the parents for the whole year.

Report on SMC Meeting

School Management Committee for the academic year 2024 – 25 was convened on 12th June 2024 in the senior block conference hall at 9.30 a.m. The meeting was attended by the Managing trustee Mr.L.Gopalakrishnan, Principal Mr.E.Girish , Vice principal Mr.Sathishkumar ,Headmistress Mrs.Velumani and other members of PTA. The meeting started with review of activities of the school during the last term by the Principal. Also the Principal briefed about the various achievements and developmental activities of the school. Headmistress also spoke about the various achievements made by the Junior block students.

PTA Executive Committee Meeting

The PTA Executive Committee Meeting was held on 15th of June, 2024 between 8.30 am and 9.30 am. Principal, Vice Principal, Headmistress, Vice President, Secretary and the parent representatives of various classes attended the meeting. It was the first meeting conducted for the academic year 2024-25.Discussions regarding the online payment of fees, quality of uniform, distribution of note books and text books, appointment of new teachers were few topics which were made in the meeting.