

BRRD CONVENT SCHOOL

- BHAHADURGARH. HAPUR

PTA MEETING

Minutes of Parent-Teacher Association Meeting

Date: 25/04/2025

Time: 10:00 am

Venue: BRRD CONVENT SCHOOL

Chairperson: Mrs. Mannu Chauhan (Principal)

Secretary/Recorder

1. Welcome Address

- The meeting commenced with a welcome note by Mrs. Mannu Chauhan.
- Attendance was recorded (list of parents, teachers, and management members present).

Agenda of Present Meeting:-

1. Review of previous meeting minutes.
2. Discussion on students' attendance and academic performance.
3. Utilization of school grants and funds.
4. School infrastructure & maintenance issues.
5. Planning for upcoming activities/events.
6. Any other point with the permission of the Chair.

Proceedings

- The Chairperson welcomed the members and confirmed the quorum.

- Previous minutes were read and approved.
- Key points discussed:

2. Review of Previous Minutes

- The minutes of the last meeting held on 23/03/2025 were read and confirmed.
- Action taken report on previous resolutions was presented.

Sr.No	Name	Designation
1	Dr. Mannu Chauhan	Principal & Secretary
2	Rahul Kumar	Teacher Member B.ED
3	Priya Sindhu	Teacher Member (BTC)
4	Arjun Singh	Teacher Member B.ED
4	Rajeev Kumar	Parent Representative
5	Ravindra	Parent Representative
6	Manju	Parent Representative
7	Deepa Agarwal	Parent Representative (BTC)
8	Anup Kumar	Parent Representative (Primary Teacher)
9	Aasha Chauhan	Parent Representative Principal of Sarvodya
10	Himanshu Tomar	Parent Representative Graduate
11	Pushpendra Singh	Parent Representative
12	Seenu Chauhan	Parent Representative Post Graduate
13	Mitles	Parent Representative Counsellor Gram Panchayat

Stamp and Sign by

The Chair person

Principal
B.R.R.D. Convent School
Bahadurgarh, Hapur

Sign by Other members

MChauhan
 Rahul Kumar
 Priya
 Arjun
 Rajeev
 Ravindra
 Manju
 Deepa
 Anup
 Aasha
 Himanshu
 Pushpendra
 Seenu
 Mitlesh
 Counsellor