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MALAD KANDIVLI EDUCATION SOCIETY'S
THE BOMBAY SUBURBAN GRAIN DEALERS'
JUNIOR COLLEGE OF COMMERCE, ARTS AND SCIENCE
ISO 9001 : 2015 Certified

Bhavishya Bharat Campus, S. V. Road, Malad (West), Mumbai - 400 064.

28th November, 2021

To,

Member of Parent – Teacher Association

Sub. :- Notice of the meeting of Parent – Teacher Association (PTA)

Sir/Madam,

With reference to the subject cited above, as per the provisions of the section 4(2) (f) of the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 (Mah VII of 2014) and rule 4(2) of the Maharashtra Educational Institution (Regulation of Fee) Rules, 2016, the meeting of Parent – Teachers Association is scheduled for Science students on Saturday dated 11th December 2021 at 11.30 pm.

Agenda of the meeting is enclosed herewith. You are requested to attend the meeting in time. As per the provision of rule 4(4), of the Maharashtra Institutions (Regulation of Fee) rules, 2016 the meeting will be conducted if at least ten percent of the members of the full complement of the PTA are present. If the attendance is less, the Chairperson shall adjourn the meeting for half an hour. If the quorum is still not fulfilled, the meeting will be cancelled and recalled after 15 days by following the process mentioned in the rules.

Yours faithfully,


Secretary

Parent – Teachers Association (PTA)

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AGENDA

The Association shall discharge the following duties and perform the following functions, namely :-

1. to observe completion of syllabus as per the planning;
2. to suggest measures and steps to be taken for academically weaker students;
3. to assist school for planning other co-curricular activities.;
4. to get information about Tuition fees, Term fees and fees for co-curricular activities as decided by Executive Committee;
5. to assess the need of co-curricular activities.


Secretary

Parent – Teachers Association (PTA)